

BC SCHOOL SPORTS



2020-2021

HANDBOOK



# BC SCHOOL SPORTS

- ***Fulfillment***
- ***Growth***
- ***Collaboration***
- ***Service***
- ***Ownership***
- ***Sportsmanship***
- ***Equity***
- ***Safety***



***To foster the development of good character through positive and equitable school-based sport experiences.***

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# HANDBOOK

## 2020-2021

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**RICK THIESSEN****PRESIDENT, BC SCHOOL SPORTS**

Welcome athletes, coaches, officials, volunteers, and parents to a new year of school sports. This may be a year unlike any other as the province navigates its way through a pandemic along with the rest of the country and world. As we look forward to at least some level of athletics in the 2020-2021 school year there are still so many unknowns.

It has been said that people don't really understand the value of a person, object or activity until it's taken away from them. BC will find out this year what school sports really means to the culture and environment of its 450+ middle and high schools. Obviously, student and staff health must supersede involvement in school-based athletics but the emotional and mental role endured by the absence of a full sports program in the province will be enormous. Adults involved in schools will need to find new ways to create the countless positive relational interactions with athletes that make up a sports season. Athletes will likely need to find new ways to train and develop their skills in the absence of broad competition.

What role does BCSS play in this shifting landscape? It must continue us to highlight the role of school-based athletics in helping to create the kind of students that can thrive in adulthood. Athletics provides opportunities for human growth that are difficult to emulate in other contexts. Where else can students learn the lessons of self-discipline, hard work, collaboration, sacrifice, and humility, to name a few, that come from participation in athletics? Where else can students gain the emotional intelligence that comes from working together towards achieving a common goal?

Perhaps the Covid-19 interruption has brought renewed interest in the governance changes proposed by BCSS after countless hours of examining options for revising how sports is overseen in the province. It seems now, more than ever before, BC requires a united voice to advocate for the value that school-based athletics brings to a school. Rather than individual sport commissions seeking to navigate through the muddy waters in their own, it's time for a strong voice that can speak on behalf of the thousands of athletes, coaches, administrators, and sport volunteers in BC. It is my hope that BCSS become that voice and my firm belief that the proposed governance model will provide the platform for such a renewal.

I would like to acknowledge and thank the BCSS Board of Directors, committee members, eligibility officers and office staff for their leadership, dedication, commitment and positive energy. On behalf of the BC School Sports Board of Directors, I wish all of you continued success in the 2020-2021 school year.


**JORDAN ABNEY****EXECUTIVE DIRECTOR, BC SCHOOL SPORTS**

On behalf of the staff and volunteers at BC School Sports, it is my pleasure to welcome you to the 2020-2021 school year. Each September, we are usually filled with such excitement as our gymnasiums and fields come to life as students return to the classroom. We know that right now, however, excitement is tempered and there is uncertainty and perhaps even fear as we grapple with the realities of coronavirus as we try to adapt to the new normal.

School sport and other co-curricular activities are critical to so many students in experiencing education. We know school sport aligns with the four core competencies of education, teaches life skills that will be influential well into adulthood. School sport often provides a reason for kids to engage with their school community and academics and is for many schools is a significant piece of their school culture. BC School Sports is doing everything we can to bring school sport back into our buildings in a safe manner.

To the administrators, athletic directors and coaches, thank you for your relentless efforts in finding creative ways to provide opportunities for our student-athletes this year. This often thankless job may appear even less ideal this year given the unprecedented barriers and challenges, but for the health and wellbeing of the students and the sustainability of school sport into the future, we stand ready to support your efforts at the school level.

Lastly, I want to thank the Board of Directors for their work and support on behalf of the organization. BCSS's foundation is one of servant leadership and those on the board display this selflessness daily. I am grateful for their leadership, their support and steadiness in today's uncharted waters.



BC School Sports was originally organized in 1965 as the British Columbia Federation of School Athletic Associations (BCFSAA) by a group of interested teachers and administrators. A constitution was adopted in 1966. Operational support was received from the provincial government and the association opened an office in January, 1970. The name was changed to BC School Sports in 1980-81. Public and non-public secondary schools from across the province are member schools of BC School Sports. The association is self-governed with member schools approving the operating competitive policies by which school sport is governed. BC School Sports also liaises with and welcomes input from school districts, the Ministry of Education, the BC School Trustees Association (BCSTA), the BC School Superintendents Association (BCSSA), the BC Principals & Vice Principals Association (BCPVPA) and the BC Confederation of Parent Advisory Councils (BCCPAC) BC School Sports has on average about 450 member schools each year throughout the province, with more than 90,000 student-athletes participating in 67 provincial championships in 19 recognized sports

## **PRESIDENTS**

Rick Thiessen	2020 - Present
Mike Allina	2016 - 2020
Deb Whitten	2012 - 2016
Raj Puri	2006 - 2012
Philip Cizmic	2005 - 2006
Brian Lynch	2003 - 2005
Jeanine Stannard	1999 - 2003
Jo Ann Ward	1996 - 1999
Bob Lindsay	1995 - 1996
Dave Bingham	1993 - 1995
Jill Philipchuk	1992 - 1993
Ken Bartel	1991 - 1992
Dave Derpak	1990 - 1991
Collin York	1988 - 1990
Bob Ferguson	1987 - 1988
Marty Cross	1986 - 1987
Robert Jackson	1985 - 1986
Keith Lamphear	1984 - 1985
Bob Price	1982 - 1984
Barry Wright	1981 - 1982
Terry Cotton	1980 - 1981
Rick Mark	1979 - 1980
Bob Stebbings	1978 - 1979
Ray Towers	1976 - 1978
David Lynn	1975 - 1976
Jack Armour	1974 - 1975
Court Brousson	1973 - 1974
Neal Henderson	1972 - 1973
Dan Doyle	1971 - 1972
Ed Carlin	1970 - 1971
Jim Stewart	1969 - 1970

## **EXECUTIVE DIRECTORS**

Jordan Abney	2016 - Present
Christine Bradstock	2012 - 2016
Sue Keenan	2003 - 2012
Marilyn Payne	1991 - 2003
Gay Gayle	1987 - 1991
Don Steen	1970 - 1986

## TABLE OF CONTENTS

MISSION & VALUES.....	2
GREETINGS.....	4
HISTORY.....	5
TABLE OF CONTENTS.....	6
BC SCHOOL SPORTS BOARD & STAFF.....	7
SPORT COMMISSIONERS.....	8
CALENDAR OF EVENTS.....	9
BC SCHOOL SPORTS CHAMPIONSHIPS.....	10
<b>100 MEMBERSHIP</b>	
110.0 CATEGORIES OF MEMBERSHIP.....	13
120.0 REGISTRATION INFORMATION.....	13
130.0 BASIC SERVICES.....	13
140.0 COMMUNICATION.....	14
150.0 SETTING MEMBERSHIP FEES.....	14
160.0 MEMBERSHIP FEES.....	14
170.0 MARKETING POLICIES .....	14
180.0 COMMERCIAL LOGOS.....	15
<b>200 DISCIPLINE &amp; CODE OF ETHICS</b>	
210.0 POLICY STATEMENTS REGARDING DISCIPLINARY JURISDICTION.....	17
220.0 HARASSMENT.....	17
230.0 CONFLICT OF INTEREST AND CONFIDENTIALITY.....	19
240.0 MEMBER SCHOOL ATHLETIC PROGRAM GUIDELINES FOR INTERSCHOOL COMPETITION.....	20
250.0 COMMUNITY COACH GUIDELINES.....	20
260.0 COACHES RESPONSIBILITIES.....	21
270.0 CODE OF ETHICS.....	23
280.0 MEDIA AND SOCIAL MEDIA.....	26
290.0 SUPERVISION REQUIREMENTS & SCHOOL STANDARDS.....	27
<b>300 COMMITTEES &amp; MEETINGS</b>	
310.0 ATHLETIC ASSOCIATIONS.....	29
320.0 ATHLETIC ASSOCIATION APPROVAL.....	29
330.0 COMMITTEE TERMS OF REFERENCE.....	29
340.0 ANNUAL GENERAL MEETING.....	32
350.0 FUNDING FOR ANNUAL GENERAL MEETING.....	32
360.0 COUNCIL MEETINGS.....	32
370.0 GRANTS TO COMMISSIONS.....	32
<b>400 SEASONS OF PLAY, TIERING, CHAMPIONSHIPS &amp; SANCTIONING</b>	
410.0 BC SCHOOL SPORTS OFFICIAL ACTIVITIES.....	35
420.0 SEASONS OF PLAY.....	35
440.0 TIERING CLASSIFICATION.....	38
450.0 PROVINCIAL BCSS CHAMPIONSHIP.....	40
480.0 SANCTIONING.....	49
<b>500 ELIGIBILITY &amp; REGISTRATION</b>	
510.0 STUDENT-ATHLETE & TEAM ELIGIBILITY.....	53
530.0 REGISTRATION.....	58
540.0 JOINTLY SPONSORED TEAMS.....	61
<b>600 TRANSFERS</b>	
610.0 STUDENT-ATHLETE TRANSFERS.....	63
620.0 TRANSFER REASONS TO BE CONSIDERED FOR EXEMPTION.....	63
640.0 TRANSFER PROCESS.....	66
<b>APPENDICES</b>	
APPENDIX I: DEFINITIONS.....	70
APPENDIX II: BCSS CONSTITUTION.....	71
APPENDIX III BCSS BYLAWS.....	72

## BC SCHOOL SPORTS BOARD OF DIRECTORS

**President**  
**Rick Thiessen**

Athletic Director  
Mennonite Educational Institute



**Vice President**  
**Brent Sweeney**

Athletic Director  
South Delta Secondary



**Director**  
**Arnar Bernhardtsson**

Athletic Director  
Kelowna Secondary



**Director**  
**Annemarie Watts**

Teacher  
Valleyview Secondary School



**Director**  
**Rick Lopez**

Principal  
David Thompson Secondary



**Director**  
**Gerry Karvelis**

North Shore Athletics Coordinator  
North Shore Secondary Schools



**Director**  
**Tim Martens**

Athletic Director  
Kelowna Christian School



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## BC SCHOOL SPORTS STAFF

**Executive Director**  
**Jordan Abney**

Direct Line: (604)-477-1487  
Email: jabney@bcschoolsports.ca



**Manager of Membership Services**  
**Karen Hum**

Direct Line: (604)-477-1488  
Email: khum@bcschoolsports.ca



**Manager of Sport**  
**Breanne Whyte**

Direct Line: (604)-239-0797  
Email: bwwhyte@bcschoolsports.ca



**Eligibility Officer**  
**Tom Dinsdale**



**Eligibility Officer**  
**Geoff Davies**



## SPORT COMMISSIONERS

<b><u>Aquatics</u></b> Jenn Girard	Steveston-London Secondary School 6600 Williams Road Richmond, BC V7E 1K5	Phone: (604) 668-6668 Email: jgirard@sd38.bc.ca
<b><u>Badminton</u></b> Yvonne Chan	Pinetree Secondary School 3000 Pinewood Avenue Coquitlam, BC V3B 7Y7	Phone: (604) 464-2513 Email: ychan@sd43.bc.ca
<b><u>Basketball (Boys)</u></b> Ed Somers	Lambrick Park Secondary School 4139 Torquay Dr Victoria, BC V8N 3L1	Phone: (250) 477-0181 Email: esomers@sd61.bc.ca
<b><u>Basketball (Girls)</u></b> Jennifer Farano	St. Thomas More Collegiate 7450 – 12 <sup>th</sup> Avenue Burnaby, BC V3N 2K1	Phone: (604) 521-1801 Email: jen.farano@stmc.bc.ca
<b><u>Cross Country</u></b> Colin Dignum	West Vancouver Secondary School 1750 Mathers Avenue West Vancouver, BC V7V 2G7	Phone: (604) 981-1100 Email: cdignum@wvschools.ca
<b><u>Curling</u></b> Dave Romani	Riverside Secondary School 2215 Reeve Street Port Coquitlam, BC V3C 6K8	Email: DRomani@sd43.bc.ca
<b><u>Field Hockey (Girls)</u></b> Bunny Hughes	Glenlyon Norfolk School 801 Bank St Victoria, BC V8S 4A8	Phone: (250) 370-6800 Email: bhughes@mygns.ca
<b><u>Football (Boys)</u></b> Brien Gemmell	Lord Tweedsmuir Secondary School 6151 180 Street Surrey, BC V3S 4L5	Phone: (604) 574-7404 Email: gemmell_b@surreyschools.ca
<b><u>Golf</u></b> Mark Figueira	Earl Marriott Secondary School 157581 – 16 <sup>th</sup> Avenue Surrey, BC V4A 1S1	Phone: (604) 531-8354 Email: figueira_m@surreyschools.ca
<b><u>Gymnastics</u></b> Terry Mitruk	Sutherland Secondary School 1860 Sutherland Avenue North Vancouver, BC V7L 4C2	Phone: (604) 903-3500 Email: tmitruk@sd44.ca
<b><u>Mountain Biking</u></b> Nicole Jean	Pemberton Secondary School 1400 Oak Street Pemberton, BC V0N 2L0	Phone: (604) 694-6318 Email: nicolekjean@gmail.com
<b><u>Rugby (Boys)</u></b> Walter van Halst	Lord Tweedsmuir Secondary School 6151 180 Street Surrey, BC V3S 4L5	Phone: (604) 574-7404 Email: vanhalst_w@surreyschools.ca
<b><u>Skiing and Snowboarding</u></b> Hubert Wohlgemuth	St. George's School 4175 W 29 <sup>th</sup> Avenue Vancouver, BC V6S 1V1	Phone: (604) 224-1304 Email: hwohl@stgeorges.bc.ca
<b><u>Soccer</u></b> TBA		
<b><u>Tennis</u></b> Marci McLean	Brentwood College 2735 Mount Baker Road Mill Bay, BC V0R 2P1	Phone: (250) 743-5521 Email: marci.mclean@brentwood.bc.ca
<b><u>Track and Field</u></b> Andrew Lenton	Maple Ridge Secondary School 21911 122 Avenue Maple Ridge, BC V2X 3X2	Phone: (604) 463-4175 Email: alenton68@gmail.com
<b><u>Ultimate</u></b> TBA		
<b><u>Volleyball (Boys)</u></b> Al Carmichael	Oak Bay Secondary School 2121 Cadboro Bay Road Victoria, BC V8R 5G4	Phone: (250) 598-3361 Email: acarmichael@sd61.bc.ca
<b><u>Volleyball (Girls)</u></b> Joe Moreira	Mount Sentinel Secondary School 1014 Playmor Road South Slokan, BC V0G 2G0	Phone: (250) 359-7219 Email: jmoreira@sd8.bc.ca
<b><u>Wrestling</u></b> Doug Corbett	Terry Fox Secondary School 1260 Riverwood Gate Port Coquitlam, BC V3B 7Z51	Phone: (604) 941-1777 Email: dcorbett@s43.bc.ca



## CALENDAR OF EVENTS

**Fall -** (Due to COVID-19 these dates may be altered visit <https://www.bcschoolsports.ca/calendar> for the updated Calendar of Events )

September 8	First Day of School/Fall Season of Play Begins
September 15	Eligibility Appeals Committee #1 Submission Deadline (2:00pm)
September 19	Eligibility Appeals Committee #1 Meeting/in person with Legal Team
September 29	Eligibility Appeals Committee #2 Submission Deadline
September 30	Membership Fees Due
October 1	Tiering Appeal Deadline
October 3	Eligibility Appeals Committee #2 Meeting
October 7	Fall Team Registration Deadline
October 12	Thanksgiving
October 20	Eligibility Appeals Committee #3 Submission Deadline (2:00pm)
October 21	Fall Roster Registration Deadline
October 23	District Wide Pro-D Day
October 24	Eligibility Appeal Committee Meeting/Fall Council
November 10	Eligibility Appeal Committee #4 Submission Deadline
November 11	Remembrance Day
November 14	Eligibility Appeal Committee #4 Meeting
November 30	Winter Season of Play Begins

**Winter-** (Due to COVID-19 these dates may be altered visit <https://www.bcschoolsports.ca/calendar> for the updated Calendar of Events )

December 5	Last Day of Fall Season of Play
December 8	Eligibility Appeals Committee #5 Submission Deadline (2:00pm)
December 12	Eligibility Appeals Committee #5 Meeting
December 16	Winter Team Registration Deadline
December 18	Last Day of School before Winter Break (most districts)
January 4	School Re-Opens
January 13	Winter Roster Registration Deadline
January 19	Eligibility Appeals Committee #6 Submission Deadline (2:00pm)
January 23	Eligibility Appeals Committee #6 Meeting
February 10	Annual General Meeting Resolutions Deadline
February 15	Family Day
February 23	Eligibility Appeals Committee #7 Submission Deadline (2:00pm)
February 27	Eligibility Appeals Committee #7 Meeting

**Spring- (** Due to COVID-19 these dates may be altered visit <https://www.bcschoolsports.ca/calendar> for the updated Calendar of Events )

March 1	First Day of Spring Season of Play
March 5	BCSS Awards Submission Deadline
March 12	Last Day of Classes before Spring Break (most districts)
March 13	Last Day of Winter Season of Play
March 29	School Re-opens after Spring Break (most districts)
April 2	Good Friday
April 5	Easter Monday
April 13	Eligibility Appeals Committee #8 Submission Deadline (2:00pm)
April 14	Spring Team Registration Deadline
April 17	Eligibility Appeals Committee #8 Meeting
April 22-24	CIAAA National's Conference (Vancouver)
April 24	Joint Council Meeting
April 25	AGM & Awards Breakfast
April 28	Spring Roster Registration Deadline
May 3	Scholarship Deadline
May 4	Eligibility Appeals Committee Submission #9 Deadline (2:00pm)
May 8	Eligibility Appeals Committee #9 Meeting
June 5	Last Day of Spring Season of Play

## BC SCHOOL SPORTS CHAMPIONSHIPS

BC School Sports has nineteen (19) active sport commissions within its organizational structure. The sport commissions of BC School Sports are responsible for organizing and conducting well qualifying events leading up to approved provincial championships as well as the sixty-five (65) approved provincial championships for the following sports:

AQUATICS	Boys	A, AA, AAA Team Championships	
	Girls	A, AA, AAA Team Championships	
BADMINTON	Coed	Combined Team Championships	
BASKETBALL	Boys	A, AA, AAA, AAAA Team Championships	
	Girls	A, AA, AAA, AAAA Team Championships	
CROSS COUNTRY	Junior	Boys	Team Championships
		Girls	Team Championships
	Senior	Boys	Team Championships
		Girls	Team Championships
CURLING	Boys	Team Championships	
	Girls	Team Championships	
FIELD HOCKEY	Girls	AA, AAA Team Championships	
FOOTBALL	Boys	AA, AAA Team Championships	
GOLF	Open	A, AA, AAA Combined Team Championships	
GYMNASTICS	Coed	Boys and Girls Events Leading to a Combined Team Championship	
MOUNTAIN BIKING	Coed	Boys and Girls Events Leading to a Combined Team Championship	
RUGBY	Boys	AA, AAA, AAAA Team Championships	
SKIING	Boys	Team Championships	Combined Team Championships
	Girls	Team Championships	
SNOWBOARDING	Boys	Team Championships	Combined Team Championships
	Girls	Team Championships	
SOCCER	Boys	A, AA, AAA Team Championships	
	Girls	A, AA, AAA Team Championships	
TENNIS	Coed	AA, AAA Team Championships	
TRACK AND FIELD	Boys	AA, AAA Team Championships	Combined Team Championships
	Girls	AA, AAA Team Championships	
ULTIMATE	Coed	AA, AAA Team Championships	
VOLLEYBALL	Boys	A, AA, AAA Team Championships	
	Girls	A, AA, AAA, AAAA Team Championships	
WRESTLING	Boys	Weight Classes for Team Championship	Combined Team Championships
	Girls	Weight Classes for Team Championship	

BC School Sports gratefully acknowledges the generous support of its partners.



**BC  
Milk**

**SUBWAY**



**BC School Sports gratefully acknowledges the continued financial support of the Province of British Columbia**

Thank you to everyone who contributed photos found in this handbook.  
If you'd like to see your picture in the next handbook, email them to [info@bcschoolsports.ca](mailto:info@bcschoolsports.ca)

## 100: MEMBERSHIP

*Note: Any sections highlighted in grey were changes made at the 2020 Annual General Meeting*



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## **110.0 CATEGORIES OF MEMBERSHIP**

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**111.0** As per BC School Sports Bylaw 2.2 {Classes of Membership}, BC School Sports has one (1) class of membership:

MEMBER SCHOOL (voting) - A school in British Columbia that is accredited by the Ministry of Education as an elementary-junior secondary, elementary-secondary, middle school, junior secondary, senior secondary, distributed learning school, alternate school or non-public school in funding group classifications 1, 2 or 3, and includes full-time students in any or all of grades eight (8) through twelve (12), and fulfills the requirements of membership in BC School Sports.

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## **120.0 REGISTRATION INFORMATION**

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### **121.0 MEMBERSHIP REGISTRATION**

**SCHOOL REGISTRATION** - In August, school administrators must declare their school's intent to become a member of BC School Sports for the upcoming school year. Once a school has declared membership, they will receive an invoice for membership fees.

121.1 The membership year will run from September 1 to August 31. Member schools must pay their membership fee to BCSS by **September 30th**.

### **122.0 MEMBER'S COMPLIANCE WITH THE RULES OF BCSS**

All member schools of BCSS must comply with the rules as stipulated in the BCSS Constitution, Bylaws, and Operating Policies and Procedures and the Competitive Rules and Regulations relating to interscholastic programs. Failure to adhere to the Rules and Regulations of the Association are grounds for sanction at the discretion of the Board of Directors. The rules shall not be waived by agreement or otherwise.

122.1 When a school becomes a member of BCSS, all of its activities which come under BCSS jurisdiction must be included in that membership.

122.2 Each member school has a responsibility to educate its student-athletes, coaches, and other appropriate persons on BCSS rules, regulations and policies that could affect them. Further, the member school should monitor its compliance with such BCSS information.

122.3 Member schools must maintain appropriate crowd control at all interscholastic contests and events.

**NOTE:** Schools that operate sport "academies" are not precluded from membership on the basis of that academy, provided that the academy registrants do not compete as a team outside of BCSS.

### **123.0 BCSS HANDBOOK**

The BCSS Handbook is published and mailed to member schools every year. The official and current copy of the Handbook shall be the version published on the BC School Sports website.

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## **130.0 BASIC SERVICES**

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### **131.0 MEMBER SCHOOLS**

Basic Services for member schools will include:

- One (1) vote per member school at BC School Sports Annual General Meetings,
- Opportunity to participate in zone and provincial championship competition for all BC School Sports approved sports at the senior or open level,
- E-newsletters,
- A copy of the BC School Sports Handbook, for both the Athletic Director & Principal
- A copy of the BC School Sports Wall Calendar, for both the Athletic Director & Principal
- Sports Day in Canada,
- Opportunity to participate in the annual School Sport Week,
- Centralized administration/mailling/production services,
- Centralized advocacy services,
- Centralized services for regulatory issues,
- Centralized communication services.
- Student-Athlete Scholarships
- Athletic Director Education
- Student-Athlete Leadership
- Participation on BCSS Committees
- CIAAA Membership for one (1) Athletic Director at each member school

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**140.0 COMMUNICATION**

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**141.0 MEMBER SCHOOL MAILINGS**

BC School Sports will coordinate a centralized mailing to go to all member schools. Sport commissions will be able to access this centralized mailing. Sport-specific pieces will be labeled to the sport coach. General mailings will be sent c/o the school. Sport commissions will be charged back for only their portion of the mailing. BC School Sports continues to provide an electronic newsletter for athletic directors, coaches and other interested personnel.

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**150.0 SETTING MEMBERSHIP FEES**

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- 151.0** Fees are established by the BC School Sports Board in June, after the BC School Sports Annual General Meeting. Any increase in membership fees by twelve percent (12%) and greater can only be made with the approval of the membership at an Extraordinary Meeting called by the Board of Directors.

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**160.0 MEMBERSHIP FEES**

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**161.0 MEMBER FEES**

Fees for member schools are charged on an annual basis. Schools receive invoices by September 1, 2020 and payment is due **September 30**. The school populations will be calculated from the Ministry of Education Headcount Reports for the previous school year, which was submitted by each school to the Ministry of Education. This information is taken from the following website for all member schools: <http://www.bced.gov.bc.ca>. Included in the headcount are all full-time students in grades eight (8) through twelve (12), plus the ungraded students at the secondary level. 2020-2021 membership fees per school population category are

<i>Category</i>	<i>School Population</i>	<i>Sr. Grades</i>	<i>Jr. Secondary</i>	<i>Mid. School</i>
8	1400+	\$2,350.00	\$1,500.00	\$375.00
7	1000 - 1399	\$2,000.00	\$1,250.00	\$375.00
6	600 - 999	\$1,550.00	\$1,100.00	\$375.00
5	351 - 599	\$1,100.00	\$525.00	\$200.00
4	176 - 350	\$800.00	\$365.00	\$200.00
3	76 - 175	\$400.00	\$250.00	\$120.00
2	1 - 75	\$250.00	\$150.00	\$120.00
1A	Alternate Schools	\$200.00	\$125.00	\$125.00
1DL	Distributed Learning	\$200.00	\$125.00	\$125.00

**\*Due to COVID-19, invoice proportions have been changed and are at the discretion of the BCSS Board of Directors**

An additional new school discount of \$35 (Category + 2 middle), \$50 (Categories 2 + 3 senior & junior), \$80 (all Category 4 + 5), or \$100 (all Category 8, 7 & 6) will be allowed for newly opened public schools for the first three (3) years of their existence, as assistance in getting their athletic program started.

**162.0 ADJUSTING FEES**

Significant changes to a school population due to an addition or deletion of a grade or grades, or the re-designation of a school will be adjusted on an individual member school basis, at the time that the applicable school year Ministry report is published.

**163.0 LEGAL CONTINGENCY FUND**

The Board of Directors, consistent with their responsibility to set dues for the membership, will apply a legal fund surcharge as required to maintain a Legal Contingency Fund specifically to handle the prevention or response to legal action taken against the organization. The target balance of this contingency is \$50,000. A levy in the amount greater than \$100.00 per school will require membership approval.

**164.0 CIAAA ATHLETIC DIRECTOR MEMBERSHIP FEE**

On an annual basis, member schools in membership categories 2-8 will be charged a \$50.00 CIAAA Athletic Director Membership Fee, which will provide CIAAA membership for the AD of record in STARS.

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**170.0 MARKETING POLICIES**

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- 171.0** BC School Sports will only entertain marketing partnerships and ventures if they are beneficial to the goals and objectives of the association. Such partnership or ventures could be in the form of cash, product or contract.

- 172.0** Any marketing agreement entered into by BC School Sports will also contain a clause stating that BC School Sports, its member schools and its participants do not endorse the company, manufacturer, supplier, product, goods or service.

- 173.0** BC School Sports will not enter into any sponsorship agreement with a company that is directly involved in the manufacture, distribution or sales of any product related to alcohol or tobacco.

- 174.0** BC School Sports will consider industrial exclusivity as part of a marketing agreement.

- 175.0** It is highly recommended that any marketing contract not exceed three (3) years.

- 176.0** For sponsorship agreements negotiated by BC School Sports where a portion of the product or cash is directed to the BC School Sports provincial championship(s), a minimum of fifteen percent (15%) of the value of the sponsorship agreement shall be held by BC School Sports.

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**180.0      COMMERCIAL LOGOS**

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- 181.0** Two (2) credit card size commercial logos which have been approved by the sport commissions will be allowed on any team uniform (for playoff and provincial championship play). A school uniform consists of shirts and shorts or strip appropriate to the sport. The strip should normally have recognized school colors with or without a school logo or cresting.

## **200: DISCIPLINE & CODE OF ETHICS**





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**210.0 POLICY STATEMENTS REGARDING DISCIPLINARY JURISDICTION**

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- 211.0** BC School Sports, as the governing body for secondary school sport in British Columbia, its recognized athletic associations, (see 310.0), and its sport commissions, (see Section 14 of the Bylaws {Committees} and 331.0) have jurisdiction over disciplinary policies and procedures as stated in the BC School Sports Competitive Rules and Regulations and the BC School Sports Harassment Policies (see 220.0).
- 212.0** Any disciplinary action taken by a member school, BC School Sports, a recognized athletic association or a sport commission against a participant will be recognized by all member schools, athletic associations and sport commissions. This includes membership-wide adherence to any disciplinary action taken involving a probationary period, a suspension or a warning.
- 213.0** The disciplinary jurisdiction of BC School Sports, its recognized athletic associations and its sport commissions is limited to a disciplined participant's current, continued or future participation in activities, programs or projects of BC School Sports, its recognized athletic associations and its sport commissions.
- 214.0** Disciplinary action taken by a member school against its students, school coaches, volunteers and/or any other participant, including spectators, that is over and above any participatory disciplinary action taken by BC School Sports, its recognized athletic associations or sport commissions, will be recognized by BC School Sports, its recognized athletic associations and sport commissions.

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**220.0 HARASSMENT**

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**221.0 HARASSMENT**

Is defined as behavior including comments, conduct or gestures which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals or which creates an uncomfortable environment, or which might reasonably be expected to cause embarrassment, insecurity, discomfort, offense, or humiliation to another person or group, including but not limited to:

- Written or verbal abuse or threats;
- Physical assault;
- Unwelcome remarks, jokes, innuendos or taunting about a person's body, sexual orientation, attire, age, marital status, ethnic or racial origin or religion;
- Displaying of sexually explicit, racist or other offensive or derogatory material, sexual, racial, ethnic or religious graffiti;
- Practical jokes which cause awkwardness or embarrassment, endangering a person's safety or negatively affecting performance;
- Hazing or initiation rites;
- Leering or other suggestive or obscene gestures;
- Intimidation;
- Condescension, paternalism or patronizing behavior which undermines self-respect or adversely affects performance or working conditions;
- Conduct, comments, gestures or contact of a sexual nature that is likely to cause offense or humiliation or that might, on reasonable grounds, be perceived as placing a condition of a sexual nature on employment or any opportunity for selection, training or advancement; and
- False accusations of harassment motivated by malice or mischief and meant to cause other harm, is considered harassment.

**222.0 SEXUAL HARASSMENT**

Is defined as behavior involving one (1) or more incidents of unwelcome sexual advances, requests for sexual favors or other verbal conduct of a sexual nature:

- When such conduct might reasonably be expected to cause embarrassment, insecurity, discomfort, offense or humiliation to another person or group;
- When submission to such conduct is made either implicitly or explicitly as a basis for making decisions which affect the individual;
- When submission to such conduct is made either implicitly or explicitly as a condition of employment;
- When submission to or rejection of such conduct is used as a basis for any employment decision (including but not limited to matters of promotion, raise in salary, job security or benefits affecting the employee); and
- When such conduct has the purpose or the effect of interfering with an individual's performance or creating an intimidating, hostile or offensive work or participation environment.

## **223.0 POLICY STATEMENTS REGARDING HARASSMENT**

- 223.1 BC School Sports does not condone any form of harassing behavior on the part of any participant in BC School Sports programs, projects and/or activities.
- 223.2 BC School Sports is committed to providing a participatory work environment in which all individuals are treated with respect and dignity.
- 223.3 Participants shall include any member school student-athlete, member school team coach, member school team manager, member school volunteer, recognized athletic association volunteer, sport commission volunteer, BC School Sports volunteer, BC School Sports staff, spectator, official or event volunteer.
- 223.4 BC School Sports encourages any individual who is subjected to any form of harassment to report such harassment to the appropriate public school district, public school, non-public school, BC School Sports or provincial sport organization, as designated below (volunteer is defined as an individual acting in their capacity of an event organizer, committee member, officer, director or other BC School Sports-assigned task):
- 223.4.1 Any incident of harassment or accusation of harassment involving a student shall be referred to the applicable school district as per the particular school district's policy, or non-public school as per the particular non-public school policy;
- 223.4.2 Any incident of harassment or accusation of harassment involving an employee of a school district, when the employee is acting as a team coach, team sponsor, team chaperone, competition official or director of a local or regional athletic association, shall be referred to the applicable school district as per the particular school district's policy;
- 223.4.3 Any incident of harassment or accusation of harassment involving an employee of a non-public school, when the employee is acting as a team coach, team sponsor, team chaperone, competition official or director of a local or regional athletic association, shall be referred to the applicable non-public school;
- 223.4.4 Any incident of harassment or accusation of harassment involving an individual who is acting in their capacity as a director of BC School Sports, an employee of BC School Sports, a director of a BC School Sports sport commission or a volunteer organizer or worker of a BC School Sports sanctioned event, shall be dealt with as per the BC School Sports harassment policy;
- 223.4.5 Any incident of harassment or accusation of harassment involving an individual who is a competition official at a BC School Sports sanctioned event shall also be referred to the provincial sport organization with whom the official is affiliated;
- 223.4.6 In the event of an incident of harassment or accusation of harassment where there is duplicate jurisdiction between a school district or non-public school and BC School Sports, or a provincial sport organization and BC School Sports, the disciplinary jurisdiction of BC School Sports is limited to an individual's involvement in BC School Sports programs and projects, including competitive involvement under the authority of a BC School Sports recognized athletic association or BC School Sports sport commission; and
- 223.4.7 BC School Sports shall name one (1) female and one (1) male BC School Sports Harassment Advisor who may be contacted for advice regarding any incident of harassment or accusation of harassment.

## **224.0 PROCEDURES FOR DEALING WITH HARASSMENT**

- 224.1 An individual who thinks that they have been subjected to conduct which constitutes harassment (see 221.0-222.0) is encouraged to make it known to the person responsible for this conduct that the behaviour is not welcome and is contrary to this policy.
- 224.2 **DEALING WITH COMPLAINTS**  
Any inquiry received by a BC School Sports Harassment Advisor will be dealt with as follows:
- 224.2.1 If the Harassment Advisor and complainant agree that the conduct does not constitute harassment, then the Harassment Advisor will take no further action.
- 224.2.2 **Informal Resolution** – The individuals involved will be invited to attempt an informal resolution with the BC School Sports Harassment Advisor mediating the meeting (i.e. conversation, conference call, meeting).
- 224.2.3 A confidential written summary report of the resolution telephone call or meeting will be sent to the administrator of the member school(s) involved, as well as to the complainant and respondent.
- 224.2.4 **Rights of the Complainant** – If an informal resolution is not possible, the Harassment Advisor shall inform the complainant of:
- a) The right to make a formal written complaint,
  - b) The availability of counseling and other resources,
  - c) The right to be represented by another designated individual at any stage in the complaint process. Any costs incurred by the complainant due to their decision to be represented by another individual will be the responsibility of the complainant,
  - d) Other avenues of recourse, including the right to file a complaint to the BC Human Rights

Tribunal, or, where appropriate, to contact the police where the conduct may have been offensive pursuant to the Criminal Code,

- e) The referral of a formal harassment complaint received by BC School Sports to a Harassment Officer, as designated by Sport BC, for arms-length investigation.

#### 224.3 FILING A FORMAL COMPLAINT

If the complainant wishes to file a formal complaint, the following steps will be followed:

- 224.3.1 A written complaint will be filed with a Harassment Advisor, with a copy going to the respondent and the administrator of the member school(s) involved.
- 224.3.2 The Harassment Advisor will provide the respondent with a written copy of the BC School Sports Harassment Policy, including a request for a written response to the complaint within ten (10) school days of receiving the information, and the right to be represented at any stage of the process by a designated individual. Any costs incurred by the respondent due to their decision to be represented by another individual will be the responsibility of the respondent.
- 224.3.3 Within sixty (60) days of receiving the initial written complaint, the Harassment Advisor shall conduct an investigation and prepare a written report. The investigation will follow the process of natural justice.
- 224.3.4 The investigative report from the Harassment Advisor will be submitted to the BC School Sports Advisory Committee, who shall:
  - a) Make a determination as to whether the respondent has engaged in conduct constituting harassment; and
  - b) If such determination is made, order such disciplinary action to be taken as is appropriate in the circumstances.

#### 224.4 ADVISORY COMMITTEE DECISION

The decision of the Advisory Committee will be made within ten (10) school days of receiving the report from the Harassment Officer, and will be sent to the complainant, the respondent and to the administrator of the member school(s) involved. BC School Sports will also inform the BCTF and the Teacher Regulation Branch if the respondent is a member.

#### 224.5 APPEALING THE DECISION

The decision of the Advisory Committee may be appealed, in writing, by either the complainant or the respondent, within fifteen (15) school days of the original decision being rendered. The written appeal shall be directed to the BC School Sports Disciplinary Committee.

- 224.5.1 The Disciplinary Committee will meet within ten (10) school days of receiving the written appeal.
- 224.5.2 The Disciplinary Committee shall review all of the information compiled in the investigation, and meet with both the complainant and the respondent regarding the reasons that the appeal was filed. Meetings may be by conference call.
- 224.5.3 The decision of the Disciplinary Committee may be to:
  - a) Overturn the decision of the Advisory Committee by eliminating any penalty;
  - b) Overturn the decision of the Advisory Committee by establishing a penalty;
  - c) Overturn the decision of the Advisory Committee by increasing the penalty;
  - d) Overturn the decision of the Advisory Committee by reducing the penalty; or
  - e) Uphold the decision of the Advisory Committee.
- 224.5.4 The decision of the Disciplinary Committee will be made within ten (10) school days from receiving the report from the Harassment Officer, and will be sent to the complainant, the respondent and to the administrator of the member school(s) involved. BC School Sports will also inform the BCTF and the Teacher Regulation Branch if the respondent is a member.

#### 224.6 BINDING DECISION

The decision of the Disciplinary Committee is final and binding on all parties.

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### 230.0 CONFLICT OF INTEREST AND CONFIDENTIALITY

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#### 231.0 CONFLICT OF INTEREST

A member of the BC School Sports Eligibility Appeals Committee or Disciplinary Committee will declare themselves to be in conflict of interest:

- 231.1 For any appeal submitted by a member school from within the boundaries of the same local athletic association as the school with which that Eligibility Appeals Committee or Disciplinary Committee person works or coaches;
- 231.2 For any appeal submitted where there is a close personal relationship between the appellant and the committee member; or

- 231.3 Where the committee member declares voluntary exclusion for personal reasons. The personal reasons do not have to be disclosed.

**232.0 CONFIDENTIALITY**

The deliberations, interviews, discussions and submissions made for any Eligibility Application or disciplinary hearing and/or appeal are confidential in nature, and shall not be discussed, disclosed nor referred to outside of the realm of the appeal or disciplinary committee meetings.

- 232.1 Disclosure of any information or matter other than the decision shall not be made to a committee member who has declared a conflict of interest for a particular appeal.

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**240.0 MEMBER SCHOOL ATHLETIC PROGRAM GUIDELINES FOR INTERSCHOOL COMPETITION**

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- Contribute toward the improvement of the health, fitness and general welfare of all individuals taking part in the program.
- Engage a maximum number of students in both the activity and administrative areas of the program.
- Encourage all student-athletes to make a contribution to the general education program of the school.
- Encourage all student-athletes to reach their full academic and educational potential.
- Ensure that loss of instructional time be kept to a minimum while offering appropriate competitive opportunities.
- Ensure that the safety and welfare of all student-athletes should always be paramount. Adequate protective equipment, safety precautions and risk management policies should be utilized for all practices, training sessions and interschool competitions.
- Recommend that each student-athlete have an annual medical examination prior to participating during that school year.
- Recommend that each student-athlete and parent or legal guardian be advised to carry appropriate insurance coverage.
- Promote the highest ideals of fair play by coaches, student-athletes, students and spectators in accordance with the BCSS Codes of Conduct.
- Encourage coaches to report unsportsmanlike conduct and misbehavior to the school administrator and local athletic association as soon as possible.
- Aim for equal opportunities in athletic programming for boys and girls, having regard to factors including: funding, equipment, facilities, practice and competition time, coaching demand, available competition, and the range of sports offered.

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**250.0 COMMUNITY COACH GUIDELINES**

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- 251.0** BCSS understands that community coaches are integral to the school sport system, and that they are necessary to ensure further opportunities for student-athletes. Recognized athletic associations, member schools and/or school districts are encouraged to adopt the following guidelines to ensure that the philosophy, objectives and values of the BCSS system are maintained.
- 252.0** Community coaches should complete the Community Coaches Application Form and submit copies to both the athletic director and school administrator. The form will enable school representatives to start determining the qualifications and suitability of the prospective community coach to supervise and coach student-athletes of school age, and to receive from the prospective community coach authorization to conduct a criminal record check.
- 253.0** It is strongly recommended that the community coach should complete the three (3) modules included in the Introduction to Competition course of the National Coaching Certification Program. These modules include: Making Ethical Decisions, Planning a Practice, and Nutrition. Coaches should also complete the Making Ethical Decisions online evaluation available through the Coaching Association of Canada website once they have completed the appropriate in-class course work for this respective module.
- 254.0** The school administrator and/or athletic director should meet with each prospective community coach to discuss school athletic policy and school sport philosophy, ensuring that the coach understands:
- The expectations for the supervision of student-athletes;
  - Emergency protocol within the school;
  - Accountability for equipment, uniforms, finances;
  - Competition schedules and deadlines;
  - Practice times, restrictions, policies and access;

- School and/or district travel policies and insurance requirements;
  - The BCSS Coach's Code of Conduct and procedures;
  - The BCSS Competitive Rules and Regulations;
  - The decision-making process and jurisdictional boundaries of the school, school district, athletic association, sport commission and BCSS;
  - Required paperwork for team and student-athlete registration and entry into events; and
  - How and where to register for NCCP clinics.
- 255.0** The school administrator and/or athletic director should request and check at least two (2) references for each community coach candidate. Reference checks should include questions about previous conduct, suspensions or probationary penalties served, technical skill and ability, age group and/or gender previously coached and degree of commitment and interest.
- 256.0** The school administrator and/or athletic director should undertake a criminal records check on the prospective community coach, looking for convictions under the Criminal Code of Canada, the Narcotics Control Act and the Food and Drugs Act.
- 257.0** The BCSS supervision requirements (see 290.0) do not require that a teacher-sponsor be present with adults who have been approved by the school administrator. It is therefore strongly recommended that periodic observations of the community coach at practice and in competition be conducted by the athletic director and/or administrator.

**Note:**

- (a) *There may be a nominal cost to conduct a Criminal Record Check. It is recommended that this be the responsibility of the school or school district.*
- (b) *The National Coaching Certification Program (NCCP) has been designed to meet the needs of coaches who are training athletes in specific contexts and is based on the required outcomes relevant to the athletes they are coaching in these contexts. In this paradigm, coaches who are training athletes within a competitive environment will be trained and certified in the Competition Stream. Within this specific stream, coaches will be trained and certified in either the Introduction context, Developmental context, or the High Performance context, depending on the outcomes relevant to the athletes they will be coaching. Each sport will have their own specific requirements a coach must attain in order to meet either the trained status, or the certified status. Please contact your provincial sport organization to determine what your specific NCCP coaching requirements may be for your sport. Specific details on the NCCP program for your respective sport can be found on the Coaching Association of Canada website at [www.coach.ca](http://www.coach.ca).*

## **260.0 COACHES RESPONSIBILITIES**

### **261.0 MANDATORY COACH EDUCATION**

All members of a coaching staff (including but not limited to Head Coaches, Assistant Coaches, Coordinators, Teacher Sponsors, Student-Managers), must complete the Concussion Awareness Training Tool ([www.catonline.com](http://www.catonline.com)) and provide their certificate of completion to their Athletic Director prior to engaging in any duties with student-athletes in a practice or game setting.

**261.1** Athletic Directors are not required to submit the certificates, but must be able to produce them if requested by BCSS or the member school's zone.

**261.2** BCSS will recognize the Concussion Awareness Training Tool Certificate of completion for a period of two (2) calendar years from the date of completion before having to be completed again.

### **262.0 RECRUITMENT AND UNDUE INFLUENCE**

*A policy clearly prohibiting recruiting serves the interest of the organization by prioritizing academics over athletics; protecting young students from exploitation; ensuring an even playing field among competing schools; providing for equitable competition; discouraging adults from jeopardizing student's eligibility; and preventing misuse of athletic programs.*

**262.1** **RECRUITING** – BCSS prohibits the recruiting or inducement of student-athletes. Athletic recruitment undermines the priority of academic education for the student and promotes values that are inconsistent with those of BCSS. Stakeholders have a required duty to discourage an athletically motivated transfer. Failure to discourage a transfer that is athletically motivated constitutes recruitment. The fact that transfer eligibility has been approved in no way excuses recruitment.

**262.2** Despite compliance with the other eligibility and/or transfer rules of BCSS, any student who attends a member school as a result of recruitment or undue influence is ineligible for a minimum of one-year. Violations under the policy may also result in sanctions to the school, athletic program, team or coach of the team.

**262.3** Undue influence for the purposes of this rule is the attempt by any school related person (including but not limited to, coaches, teachers, administrators, students, alumni or parents) to induce a student through in-person contact, phone, text, social media, email, or the like, to attend a member school.

**262.4** There are a broad range of behaviours that when considered alone, or in part are deemed to be recruitment. The facts of each allegation will be considered on a case by case basis. The following may indicate that a student has been recruited, but other actions not listed may still be considered:

- Initiating contact with any student who does not attend their school, or a school that as per School District

procedures directly feeds into their school, in order to suggest, encourage or explain a transfer.

- Encouraging any other person, including past and present players or parents of past or present players, to contact any student or their parents to suggest, encourage or explain a transfer to a different school.
- Permitting a student who is not currently enrolled at a school to participate in team practices, participate in scheduled team activities (including travel to games, events, team meetings, or trips), attend “open gym”, out-of-season practices, and camps specifically designated for enrolled students.
- Engaging a student-athlete or parent when they inquire about the school’s sports teams or athletic program. These inquiries must be directed to the school administration.
- Offering or accepting financial assistance (including free or reduced tuition/fees) on the basis of a student’s athletic potential or participation in a BCSS activity.
- Offering or promising employment or other financial benefit to the student or any member of the student’s family.
- Offering or accepting transportation assistance to a student, parent or guardian.
- Offering or accepting school privileges or considerations not normally granted to other students.
- Offering or accepting assistance in securing a post-secondary athletic scholarship.
- Suggestion or inducement of parents, guardians or students to change their location of residence for athletic reasons.
- Facilitating a change of guardianship for the purpose of changing the location of a student athlete’s residence so that they can transfer schools is recruitment unless there are other compelling reasons for the change of guardianship (e.g. to protect the student from physical or emotional abuse).
- Discussion by a school related person in a club, community, or provincial team environment about their school, athletic program or team.

262.6 Any of the above listed or similar actions by a school related person are prohibited when targeted at any students, including those who have not established a home school, as per BCSS policy.

262.7 If a person has knowledge of recruitment, as defined herein, he or she shall provide written notice of the allegation to the BCSS Executive Director.

262.8 BCSS recognizes that schools may need to attract students. Schools may advertise their athletics program offerings in a generic manner, no different than they would any other academic or co-curricular program. The advertising must be limited to the programs offered and not highlight the success of the program, qualifications of a coach or any other identifier that would increase the chance of enrollment from a prospective student. School advertising, where athletics are included, must not be targeted in any way towards potential students who may display athletic potential.

## **263.0 PROCEDURE FOR COMPLAINTS REGARDING RECRUITING**

263.1 Recruiting or undue influence complaints shall be submitted to the BCSS Executive Director using the appropriate form as found on the BCSS website. Complaints submitted through any other submission method will not be accepted. The enrollment of a student at a school due to recruiting or undue influence must not have happened more than six (6) months prior to the complaint being submitted. The complaint must include:

- The name of the school allegedly having contravened the recruiting and undue influence policy;
- The name of the student(s) who have been targeted by the recruiting action;
- Some form of evidence to support the complaint. Evidence may come in the form of knowledge of or participation in a conversation, written documentation, or other forms of verifiable information. Hearsay, conjecture, rumour and the like will not be accepted.

263.2 The person making the complaint must disclose their name, and affiliation to a school (ie. admin, coach, student etc.) to BCSS. However, they may choose whether their name shall be attached to the complaint publicly, or if they wish to remain anonymous.

263.3 The Executive Director will review the complaint and determine whether the complaint warrants an investigation. The Executive Director may at his or her sole discretion, dismiss a complaint that:

- Is frivolous or made in bad faith;
- Does not contain the relevant required information to substantiate the complaint;
- Does not fall within the jurisdiction of BCSS.

263.4 Where the Executive Director dismisses the complaint, he/she will inform the complainant that the matter has been dismissed.

263.5 Where the Executive Director determines the allegation is worthy of investigation, he/she will inform the Principal of the respondent school that a complaint has been received, and a BCSS investigation is commencing.

- 263.6 Where BCSS discovers information through their normal course of business that indicates recruiting, the Executive Director, upon review of the information, may initiate an investigation without a complaint being submitted.
- 263.7 The Executive Director will conduct the investigation, and may make inquiries of any relevant party, including but not limited to, administrators, coaches, teachers, students, or parents.
- 263.8 Where the respondent fails to respond to the inquiries of the investigation, or chooses not to respond in ten (10) business days to these inquiries, the Executive Director may proceed on the basis the complaint has been proven.
- 263.9 Any information that is obtained that is not provided by the respondent school inquiries, shall be provided to the respondent school for review and response.
- 263.10 The Executive Director, upon completion of the investigation will provide a ruling to the Principal of the respondent school, summarizing the findings of the investigation and if applicable, any sanctions. Sanctions will be determined by the Executive Director and may include part, or all, but shall not be limited to:
- An official letter of reprimand
  - A sanction or combination of sanctions, that may include, but are not limited to,
    - The student-athlete in question
      - Period of ineligibility (minimum 1-year)
    - The member school
      - Suspension or Expulsion from BCSS Membership
      - Fine to a Maximum of \$3000
    - The member school athletic program
      - Suspension from zone or provincial play (team/sport specific, or school wide)
      - Mandatory Training for the AD or Administration
    - The specific team
      - Team ineligibility /Suspension of team
      - Forfeiture of games
      - Ban from post-season play
      - Reduction in maximum playing days in a season of play
    - The coach
      - Suspension from all coaching duties
      - Mandatory training
- 263.11 Once the ruling has been provided to the Principal, the school will have ten (10) business days to appeal the ruling. The appeal must be made in writing and be addressed to the Executive Director. The appeal will be heard by a minimum of three (3) members of the Board of Directors. The appeal will be heard by video-conference or in person, at the discretion of the President or their designate.
- 263.12 At the conclusion of the appeal, in their discretion, the Board may choose to:
- remove all sanctions;
  - reduce or add sanctions;
  - take no action, leaving, the Executive Director's ruling to stand.
- 263.13 The decision of the Board of Directors is final and binding on the parties and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings. It is the intention of BCSS and its members that, to the extent permitted by law, all matters concerning its Competitive Rules and Regulations be private matters not subject to any form of adjudication by any court or tribunal.
- 263.14 Where the Executive Director is unable to act under this section, his/her powers and duties may be exercised by a substitute as appointed by the President.

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## 270.0 CODE OF ETHICS

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BC School Sports is committed to a safe and positive environment within its programs, activities and events, by making all individuals aware that there is at all times an expectation of appropriate behavior that is consistent with the values of BC School Sports.

**271.0 ATHLETE CODE OF ETHICS**

BC School Sports, school districts and your school consider it to be a privilege to represent your school in an athletic competition. Therefore, certain behavioral expectations come with this selection. Student-athletes are expected to uphold the following standards.

- 271.1 Treat all participants fairly within the context of their activity, regardless of gender, race, sexual orientation, religion, physical or mental abilities, political belief or economic status.
- 271.2 Embrace the highest ideals of sportsmanship, ethical conduct and fair play. Be modest in victory and gracious in defeat.
- 271.3 Show respect and give courtesy to opponents, officials, volunteers, teammates, spectators and coaches at all times.
- 271.4 Uphold the rules of the sport, spirit of such rules and encourage other athletes to do the same.
- 271.5 Represent yourself, your parents, your school and your community with proper conduct at all times on or off the playing field.
- 271.6 Respect other athletes' dignity and acknowledge that verbal or physical behavior that constitutes harassment or abuse are unacceptable.
- 271.7 Participate in a manner that ensures the safety of fans, athletes, coaches and officials also participating in the game.
- 271.8 Accept decisions of officials without dispute.
- 271.9 Shall not use the media, social media or networking forums to criticize or threaten other student-athletes, coaches, officials, school teams, spectators or BCSS.
- 271.10 Demonstrate that it is a privilege to represent your school.

**272.0 COACHES CODE OF ETHICS**

The coach/student-athlete relationship is a privileged one. Coaches play a critical role in the personal and athletic development of student-athletes. Therefore, coaches are expected to model the fundamentally positive aspects of school sport. Coaches, including community coaches, are expected to uphold the following standards:

- 272.1 Recognize that school sport is an extension of the classroom, and shall conduct themselves accordingly when performing coaching duties;
- 272.2 Observe the Bylaws, Policies and rules of BCSS and those of their local athletic association;
- 272.3 Observe the rules of the sport, the spirit of the rules of the sport, and shall encourage student-athletes to do the same;
- 272.4 Fulfill all competition, invitational, playoff and championship competitive and event obligations;
- 272.5 Treat all participants fairly within the context of their activity, regardless of gender, race, sexual orientation, religion, physical or mental abilities, political belief or economic status.
- 272.6 Respect the rulings of officials without gesture or argument, and shall require student-athletes to do the same;
- 272.7 Shall not use foul, profane, harassing or offensive language or gestures in the conduct of coaching duties;
- 272.8 Shall not use the media, social media or networking forums to criticize or threaten student-athletes, coaches, officials, school teams, spectators or BCSS.
- 272.9 Shall not use physical force of any kind in the conduct of coaching duties;
- 272.10 Shall not, under any circumstances, endorse, recommend, or suggest the use of performance-enhancing drugs or supplements by any student-athlete;
- 272.11 Abstain from the use of tobacco products, vaping products, marijuana and alcohol while in the presence of student-athletes, and shall discourage their use by student-athletes;



- 272.12 Shall not, under any circumstances, require, suggest or imply that a student-athlete must be involved in any summer program, club program, or any other organized activity outside the school's season of play as part of his/her responsibilities as a school team member;
- 272.13 Shall not, under any circumstances, require, suggest or imply that a student-athlete cannot or should not participate in any BCSS-approved sport in the season preceding or following the coach's season of play; and
- 272.14 Shall not, under any circumstances, start pre-season tryouts or practices to the detriment of any in-season sport.

### **273.0 SPECTATORS CODE OF ETHICS**

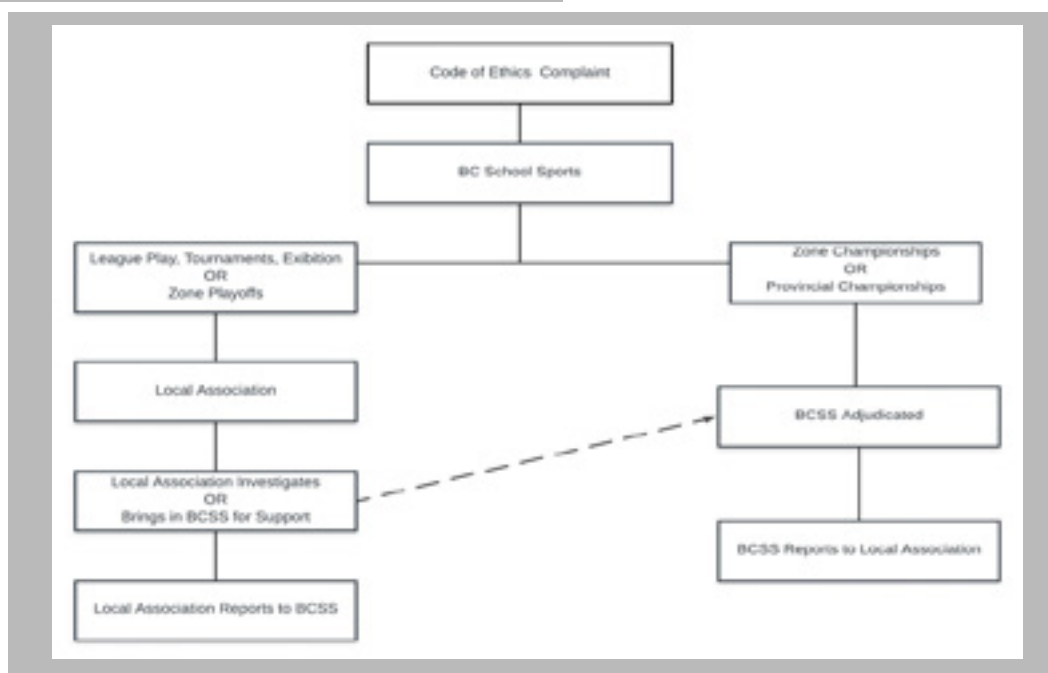
BC School Sports is committed to ensuring that all student-athletes, coaches and other individuals involved in BCSS activities have the opportunity to participate in a safe and enjoyable environment. Attendance at any BCSS event entitles you to enjoy an exhibition of skills developed by athletes in an educational setting. Spectators are expected to conduct themselves in a manner which supports the values of BC School Sports, and encourages the development of all student-athletes. Spectators are expected to uphold the following standards:

- 273.1 Show respect to all individuals including, student-athletes, coaches, officials, volunteers and fellow spectators.
- 273.2 Shall not use foul, profane, harassing or offensive language or gestures while in attendance at any BCSS event.
- 273.3 Abstain from consuming any unlicensed alcohol or illegal substances during any BCSS events.
- 273.4 Remain in designated spectators zones at event locations.
- 273.5 Shall not use the media, social media or networking forums to criticize or threaten student-athletes, coaches, officials, school teams, other spectators or BCSS.

### **274.0 PROCEDURE FOR COMPLAINTS REGARDING CODE OF ETHICS**

- 274.1 Anyone may submit a Code of Ethics complaint to BCSS within 90 days of the incident occurring
- 274.2 All complaints alleging a violation of the Code of Ethics must be submitted in written form via the Code of Ethics Complaint form found on the BCSS website.
- 274.3 As per section 415.0, all complaints alleging a violation of the Code of Ethics by a coach, athlete or spectator shall be submitted to BCSS.
- 274.4 If the alleged violation has occurred in any event prior to Zone Championships, the complaint will be entrusted to the local association for any necessary investigation or action.
- 274.5 At any point during the process if a local association does not have the resources to appropriately deal with the matter, they may request BCSS to assist or take over the investigation.
- 274.6 If the alleged violation has occurred in any event during Zone or Provincial Championships, the complaint will be processed by BCSS.
- 274.7 There is no appeal to BCSS from a decision of a local athletic association or BCSS.
- 274.8 BCSS must report any findings to the respective local association and it is of the duty of the local association to report any findings to BCSS after the investigation is concluded.
- 274.9 BCSS reserves the right to disclose any Code of Ethics disciplines to any respective provincial sport organization.

## 275.0 PROCESS FOR HANDLING CODE OF ETHICS COMPLAINT



## 280.0 MEDIA AND SOCIAL MEDIA

The BCSS Media and Social Media Policy identifies the standards of behaviour which is expected of all BCSS members and participants including but not limited to; student-athletes, parents, guardians, coaches, officials, volunteers, spectators, teachers, BCSS staff and administrators involved in BCSS activities and events.

BCSS is committed to providing an environment in which all individuals are treated with respect. It is understood that many schools, teams and individuals may have websites or social media accounts and may have access to media outlets. Social media accounts can include but are not limited to; Twitter, Instagram, Facebook, Snapchat, TikTok, YouTube, blogs, etc.

Social media is a public domain that may be used to enhance opportunities in life and sport. The positive use of social media is acceptable and encouraged by BCSS. The following policies outline the BCSS Social Media Guidelines;

### 281.0 IMAGE

281.1 Content on social media should portray a positive image of the participant, team, association and school.

281.2 All participants who have or moderate a social media account must conduct themselves in a positive manner that reflects as a healthy influence in their community.

### 282.0 COMMUNICATION

282.1 Social media may be used to promote BCSS activities or events (eg. Practices, games, tournaments etc.).

282.2 Inappropriate comments, pictures, racial slurs, threats against teammates, officials or opposing teams are prohibited. Social media may not be used to bully, harass or promote negative influences or criminal behaviour.

282.3 The posting of personal or confidential information about a student-athlete, coach, official, staff member or volunteer is prohibited.

### 283.0 BEST PRACTICES

- Ensure consent has been provided for any individuals appearing in content intended for the public domain.
- Include positive images and videos when possible.
- Provide shareable, relevant, value-driven content that supports the success and participation of teams, coaches, student-athletes and officials.
- Remember that sharing content online is permanent and is almost impossible to permanently remove from the public domain

## 284.0 VIOLATIONS

Should a violation(s) of the outlined guidelines occur they should be reported to BC School Sports and will be subject to an investigation. If a violation is found to have occurred, the participant(s) will be subject to disciplinary action under BCSS Bylaws

## 290.0 SUPERVISION REQUIREMENTS & SCHOOL STANDARDS

- 291.0** The school team must be accompanied by a teacher-coach, teacher-sponsor, administrator or responsible adult approved by the administrator, and in accordance with the applicable school district policy. The school administrator must ensure that the supervisor adheres to the athletic program objectives, Guidelines for Community Coaches and Coach's Code of Conduct as outlined in the BCSS handbook. The competition official and coordinator must be aware of who the adult supervisor is if that supervisor is a different individual than the coach. The supervisor must be in attendance for the duration of the competition.
- 292.0** Student-athletes must live up to the accepted school and district standards as judged by the school administrator.

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- Our pool and gym are open with distancing and maximum people guidelines.
- Our hot breakfast is included and served cafeteria style for eat in or take out for your safety and convenience.
- Underground height restricted parking is complimentary.
- Our rooms come equipped with a mini fridge, microwave, 42" TV with streaming service and a Keurig coffee maker.
- Meeting space is available for social distanced events.

## 300: COMMITTEES & MEETINGS



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**310.0 ATHLETIC ASSOCIATIONS**

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**311.0 LOCAL ATHLETIC ASSOCIATIONS**

BC School Sports recognizes the importance of local athletic associations to support and enhance the student-athlete experience throughout the province. Local athletic associations play an integral role in the coordination and delivery of school sport activities at the district and local levels. For local athletic associations to be affiliated with BCSS they must:

- 311.1 Have stated purposes that are aligned with the purposes of BCSS;
- 311.2 Adopt the competitive policies of BCSS, for activities sanctioned by both BCSS and the local athletic association;
- 311.3 Require membership in BCSS for all local athletic association member schools;
- 311.4 Be recognized by the school district(s) located within the geographic boundaries of the local athletic association as the organizing body of school sports and athletics;
- 311.5 Have a committee responsible for discipline, with defined processes and procedures;
- 311.6 Have a President who is not on a personal leave of absence from a school district or an independent member school for more than five (5) months of the term to be served and who is:
  - 311.6.1 A teacher or administrative officer assigned to a public member school; or
  - 311.6.2 Be a non-instructional teacher or school district administrator paid by a school district; or
  - 311.6.3 Be a teacher or Administrator at an Independent member school.

**312.0 SCOPE OF THE RESPONSIBILITY**

Local athletic associations are responsible for the following:

- 312.1 Applying the policies, procedures and competitive rules and regulations of BCSS within its geographic region;
- 312.2 Organizing league competitions within its geographic region;
- 312.3 Supporting the goals and programs of BCSS within its geographic region;
- 312.4 Promoting the purposes and values of BCSS within its geographic region; and
- 312.5 Being represented on the BCSS Council of School Athletic Association Presidents.

**313.0 DISAFFILIATION**

A local athletic association may be disaffiliated by the BCSS Board of Directors.

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**320.0 ATHLETIC ASSOCIATION APPROVAL**

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- 321.0** The local and/or regional athletic association must approve the participation of a school team for all age levels and genders. This may be done through a blanket sanctioning procedure in the local Rules and Regulations, or special dispensation given by the association, and sent to BCSS. It is recommended that the athletic association submit a blanket approval for all competition in a BCSS activity and levels of competition by June 30 of the previous school year.

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**330.0 COMMITTEE TERMS OF REFERENCE**

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**331.0 SPORT COMMISSIONS**

The sport commissions of BC School Sports are responsible for the organization and conducting of qualifying events leading up to approved senior provincial championships, and responsible for the organization and conducting of the approved senior provincial championships for sports as follows:

- BC Secondary Schools Badminton Association – boys and girls badminton;
- BC High School Boys Basketball Association – boys basketball;
- BC Secondary Schools Girls Basketball Association – girls basketball;
- BC Secondary Schools Cross Country Association – boys and girls cross country;
- BC Schools Curling Association – boys and girls curling;
- BC Secondary Schools Girls Field Hockey Association – girls field hockey;
- BC Secondary Schools Football Association – boys football;
- BC Secondary Schools Golf Association – boys and girls golf;
- BC Secondary Schools Gymnastics Association – boys and girls gymnastics;
- BC Secondary Schools Mountain Biking Association – boys and girls mountain biking;

- BC Secondary Schools Rugby Union – boys rugby;
- BC Secondary Schools Soccer Association – boys and girls soccer;
- BC Secondary Schools Ski Association – boys and girls alpine skiing and snowboarding;
- BC Secondary Schools Swimming Association – boys and girls swimming and synchronized swimming;
- BC Secondary Schools Tennis Association – boys and girls tennis;
- BC Secondary Schools Track and Field Association – boys and girls track and field;
- BC Secondary Schools Boys Volleyball Association – boys volleyball;
- BC Secondary Schools Girls Volleyball Association – girls volleyball;
- BC Secondary Schools Boys Wrestling Association – boys and girls wrestling.

**331.1 SPORT COMMISSIONER**  
Sport Commissioners must:

- 331.1.1 Be a teacher or administrative officer assigned to a BCSS member school; or
- 331.1.2 Be a non-instructional teacher or district administrator paid by a school district or BCSS member school; or
- 331.1.3 Be an active teacher on call (TOC) with more than ten (10) years experience as a full-time teacher and is not more than two (2) years removed from being a continuing contract teacher.
- 331.1.4 Not be on a personal leave of absence from a school district or member school for more than five (5) months of their term to be served.

**331.2 ADDITIONAL INCORPORATED SPORT COMMISSION RESPONSIBILITIES**  
The incorporated sport commissions, within their respective sport jurisdiction, are responsible for the following:

- 331.2.1 Compliance with all Federal and Provincial regulations and requirements including but not limited to: up-to-date filing of directors, constitution and bylaw changes to the Provincial Registrar to keep their society status intact;
- 331.2.2 Technical rules and regulations of the sport(s);
- 331.2.3 Annual coaches meetings;
- 331.2.4 Within approved membership policies, designate championship competition and berthing structures;
- 331.2.5 Sport liaison with provincial sport organization;
- 331.2.6 Fee and schedule negotiation with provincial officials associations;
- 331.2.7 Within approved membership policies, select host sites or schools for future championships;
- 331.2.8 Submission to BC School Sports of the annual report and financial statements for commission and championships;
- 331.2.9 Adherence to BC School Sports membership-approved policies regarding event management and risk management standards;
- 331.2.10 Adherence to BC School Sports membership-approved Competitive Rules and Regulations regarding areas such as eligibility, seasons of play, codes of conduct, discrimination in school sport, recruiting, selection of community coaches, tier classification, junior provincial championships and national championships;
- 331.2.11 Having a disciplinary committee or group responsible for discipline at the provincial championship;
- 331.2.12 Representation on the BC School Sports Council of Sport Commissioners;
- 331.2.13 Representation on the Advisory Committee.

**331.3 ADDITIONAL UNINCORPORATED SPORT COMMISSION RESPONSIBILITIES**  
The unincorporated sport commissions, within their respective sport jurisdiction, are responsible for the following:

- 331.3.1 Up-to-date listing of directors and governance documents;
- 331.3.2 Technical rules and regulations of the sport(s);
- 331.3.3 Annual coaches meetings;
- 331.3.4 Within approved membership policies, designate championship competition and berthing structures;
- 331.3.5 Sport liaison with provincial sport organization;
- 331.3.6 Fee and schedule negotiation with provincial officials associations;

- 331.3.7 Within approved membership policies, select host sites or schools for future championships;
- 331.3.8 Submissions to BC School Sports, upon written request by BC School Sports, of the annual report and financial statements for the commissions and championships;
- 331.3.9 Having their bank account sit within the BC School Sports group of accounts at the BC School Sports bank;
- 331.3.10 Adherence to BC School Sports membership-approved policies regarding event management and risk management standards;
- 331.3.11 Adherence to BC School Sports membership-approved Competitive Rules and Regulations regarding areas such as eligibility, seasons of play, codes of conduct, discrimination in school sport, recruiting, selection of community coaches, tier classification, junior provincial championships and national championships;
- 331.3.12 Having a disciplinary committee or group responsible for discipline at the provincial championships;
- 331.3.13 Representation on the BC School Sports Council of Sport Commissioners; and
- 331.3.14 Representation on the Advisory Committee.

### **332.0 COMPETITIVE FAIRNESS COMMITTEE**

- 332.1 **PURPOSE**  
To examine all issues related to BC School Sports policy as it pertains to the goal of maintaining competitive fairness and equity and make policy recommendations to the membership in an effort to provide equitable opportunity for success amongst all member schools.
- 332.2 **MANDATE**  
The Competitive Fairness Committee shall solicit feedback, engage in research and discussion with internal and external stakeholders with the goal of making informed recommendations to the membership. Areas of focus should include, but are not limited to the differences of rural vs urban schools, independent vs public schools, the effect of international students or boarding students on competitive balance, BCSS tiering structures and philosophy, and any other policy or absence of a policy that has an impact on the ability for all schools to have an equitable opportunity to succeed. This committee does not have the authority to change policy, but is tasked with making expert recommendations to the membership for changes they believe to be in alignment with the values and goals of BC School Sports.

### **333.0 ELIGIBILITY APPEALS COMMITTEE**

- 333.1 **PURPOSE**  
To hear the appeals of the decisions of the Eligibility Officer(s) concerning a student-athlete's eligibility in accordance with Eligibility and Transfer Policies.
- 333.2 **MANDATE**  
The Eligibility Appeals Committee shall read, understand, discuss and evaluate each appeal on an individual basis. The committee shall then consider the information in the application and shall approve or deny the appeal, having regard of the purposes, bylaws, policies and procedures and rules and regulations of BC School Sports. The committee is granted the authority to make exemptions to the policies of the organization. The Committee shall issue a ruling to the applicant school either approving or denying the appeal and containing a brief summary of the reasons for decisions. The decisions of the Eligibility Appeals Committee are final and binding and shall not be questioned or reviewed in any court or tribunal.

### **334.0 SCHOLARSHIP COMMITTEE**

- 334.1 **PURPOSE**  
Responsible for reviewing and selecting all BCSS scholarship and award recipients against the set criteria.
- 334.2 **MANDATE**  
The Scholarship and Awards Committee shall read, discuss and evaluate each scholarship application and award nomination against the pre-determined criteria set by the BC School Sports Board of Directors. The committee shall select scholarship and award winners.

### **335.0 SPORT MEDICINE AND ATHLETE SAFETY COMMITTEE**

- 335.1 **PURPOSE**  
To examine all issues related to athlete safety of participants in school sports and make policy recommendations to the membership accordingly.
- 335.2 **MANDATE**  
The Sport Medicine & Athlete Safety Committee is a committee appointed by and responsible to the Board of Directors that shall solicit feedback, engage in research and discussion with internal and external stakeholders with the goal of making informed recommendations to the membership. Areas of focus should include, but are not limited to safety standards and risk management for school sport events, concussion education and return to learn/play protocols, injury statistics and trend identification, research opportunities, best practices education related to overuse, sport specialization, and any other policy or absence of a policy that has the ability to increase student-athlete safety and well being. This committee does not have the authority to change policy, but is tasked with making expert recommendations to the membership for changes they believe to be in alignment with the values and goals of BC School Sports.

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**340.0 ANNUAL GENERAL MEETING**

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- 341.0** The Annual General Meeting (AGM) shall be held on a Saturday in April or May, with appropriate cost effective travel and accommodation arrangements being made for delegates.
- 342.0** Each member school shall be eligible to be represented in person and will have the right to one (1) vote.
- 343.0** The AGM shall be held in the Lower Mainland for three (3) out of four (4) years, and shall rotate between the Okanagan and the North Central in the fourth (4<sup>th</sup>) year of the cycle.
- 344.0** Any motions passed at the Annual General Meeting will come into effect on August 1st of that year, unless otherwise stated in the motion. Eligibility Applications for the next school year cannot be ruled on until new policies come into effect.

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**350.0 FUNDING FOR ANNUAL GENERAL MEETING**

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- 351.0** BC School Sports will contribute a travel subsidy to each designated zone by funding travel for the association president to attend the Council meeting and AGM, and by allocating a budgeted amount of money to assist other delegates to travel. Accommodation and non-scheduled meals will be the responsibility of the school delegate. Observers will not be funded by BC School Sports. A small observer's fee may be charged.

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**360.0 COUNCIL MEETINGS**

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- 361.0 COUNCIL OF ASSOCIATION PRESIDENTS**  
The Council of Association Presidents shall meet at least once (1) per year, and shall assume responsibilities and conduct their business as per section 16.1 of the Bylaws {Council of Athletic Association Presidents}.
- 362.0 THE COUNCIL OF SPORT COMMISSIONERS**  
The Council of Sport Commissioners shall meet at least once (1) per year, and shall assume responsibility and conduct business as per Section 16.2 of the Bylaws {Council of Sport Commissioners}.

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**370.0 GRANTS TO COMMISSIONS**

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- 371.0 CALCULATION OF GRANTS**
- 371.1 BC School Sports will make annual financial grants to each sport commission. The commission grant amount will be calculated as a multiple of the number of BCSS registered participants for that sport.
- 371.2 BC School Sports will remove all funding to any sport commission that does not file complete financial statements to determine if the fees allocated to schools participating in BC championships are fair and equitable (see 331.2 and 331.3 for a complete list of sport commission responsibilities).
- 372.0 DISTRIBUTION OF GRANTS**  
The grants will be distributed to each commission as per the following calendar:
- Fall Sports – October of each year,
  - Winter Sports – December of each year,
  - Spring Sports – January of each year.
- Sport commissions can apply for an increase in the commission grant by submitting an application to the Board of Directors in January for the next school year. Rationale for the increase and financial statements for the commission and from the sport-specific tournaments for the previous two (2) years must accompany the application (i.e. apply in January 2021 for membership year 2021-2022).



# EXPERTISE IN THE SPORT, LEISURE AND RECREATION INSURANCE FIELD

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## Exclusion hurts. Sports help.

Many Special Olympics BC athletes with intellectual disabilities say their school experiences were painful - they were invisible in their classrooms, and left out of traditional sport programs. These experiences of **isolation** create lasting wounds, including serious health issues. **On average, even today, people with intellectual disabilities die 20 years younger than peers without IDs.**

Special Olympics BC is committed to disrupting this heartbreaking cycle. We know you are too. So we've created free, ready-made programming that makes it easy to offer **empowering Special Olympics sport training and competition in the school setting.** Using our tools, you can give your students with intellectual disabilities the opportunity to experience the life-changing benefits in health, skills, and confidence that stem from participation in sport. And we have seen firsthand the entire school community benefits from the addition of inclusive sport opportunities.

**Please talk to us about the benefits of inclusive sport to break down barriers and change the game for students with intellectual disabilities and your school community.**

Please contact SOBC's  
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Email [hcheung@specialolympics.bc.ca](mailto:hcheung@specialolympics.bc.ca)  
Tel 604-737-3055

**Special Olympics**  
British Columbia



## **400: SEASONS OF PLAY, TIERING, CHAMPIONSHIPS & SANCTIONING**



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**410.0 BC SCHOOL SPORTS OFFICIAL ACTIVITIES**

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**411.0** BC School Sports officially recognizes and therefore governs the following as BCSS interschool activities:

<i><b>Team Sports</b></i>	<i><b>Individual Sports</b></i>
Badminton	Aquatics
Basketball (Boys/Girls)	Cross Country
Curling	Gymnastics
Field Hockey (Girls)	Mountain Biking
Football	Skiing
Golf	Snowboarding
Rugby (Boys)(15-a-side)	Track and Field
Soccer (Boys/Girls)	Wrestling
Tennis	
Ultimate	
Volleyball (Boys/Girls)	

**412.0 RUGBY SEVENS (7)**

Rugby 7's was approved for the 2020-2021 academic year, to be played in the spring season of play as a demonstration sport. The Board and Rugby Commission will bring forward a motion next year (2021 AGM) to allow the membership to formally consider adding Rugby 7's as a recognized BCSS activity.

**413.0 MINIMUM NUMBER FOR BC SCHOOL SPORTS ROSTERS**

Member schools are required to register a minimum number of students on the STARS team rosters as per 532.0 Team Registration Deadlines. Minimum roster numbers are as follows:

Aquatics	1	Mountain Biking	1
Badminton	5	Rugby (Boys)(15-a-side)	18
Basketball	7	Snowboarding	1
Cross Country	1	Skiing	1
Curling	4	Soccer	11
Field Hockey	11	Tennis	5
Football (11-a-side)	19	Track and Field	1
Football (9-a-side)	16	Ultimate	9
Golf	4	Volleyball	6
Gymnastics	1	Wrestling	1

**414.0 NATIONAL CHAMPIONSHIPS**

BCSS, in conjunction with all other provincial associations, is opposed to national interscholastic championships. Therefore, BCSS will not sanction competition at this level.

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**420.0 SEASONS OF PLAY**

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**421.0** The rules in this section are aimed at balancing inter-school sport activity throughout the school year and fostering a balance for student-athletes between inter-school sports and other activities.

**422.0** No member school shall participate in competition of a BCSS activity except as provided in 420.0 - 430.0, 483.0 - 485.0.

**423.0** No member school shall participate in scrimmages (see Appendix 1 Definitions) outside the seasons of play defined in 420.0 - 430.0, 483.0 - 485.0.

**424.0** Within a season of play established by 420.0, a member school's coaches and administrators are encouraged to cooperate in scheduling matters and facility and resource use to maximize opportunities for student-athletes.

**425.0** See 272.1-272.13 for coach rules designed to prioritize in season sports.

**426.0 PLAYING OUTSIDE THE SEASON OF PLAY** - BCSS member schools may only compete in a BCSS activity against other member schools within the designated season of play. BCSS recognizes some students will wish to continue to play their sport outside the school season of play. To do this, the student-athletes must compete on a club/community team. Ideally, club/community teams are an aggregate of players from the community and not identical to the school team. A club/community team may not:

- 426.1 Wear school uniforms, colours or apparel
- 426.2 Use the school name or mascot name
- 426.3 Use school transportation
- 426.4 Require a student to play on the club/community team to be a member of the school team
- 426.5 Advertise or promote the club/community program on school social media channels

**427.0** In addition to the above, the club/community team must:

- 427.1 Be a member of the Provincial Sport Organization (PSO)
- 427.2 Have acknowledgement from the school administrator that the team is a club/community team and therefore is not a recognized school activity
- 427.3 Have a rental agreement for school gym time as a third party and the appropriate insurance. The rental costs may be reduced at the discretion of the school district or school.

**428.0**

<b>*2020-2021 Seasons of Play</b>		
<i>(*seasons of play are subject to change due to COVID-19)</i>		
<b>Season</b>	<b>Start Date</b>	<b>End Date</b>
Fall	September 8 <sup>th</sup> , 2020	December 5 <sup>th</sup> , 2020
Winter	November 30 <sup>th</sup> , 2020	March 13 <sup>th</sup> , 2021
Spring	March 1 <sup>st</sup> , 2021	June 5 <sup>th</sup> , 2021

**429.0 2020-2021 SEASONS OF PLAY BY SPORT AND AREA:**

<b>Senior Seasons of Play</b>		
Fall	Aquatics	Cross Country
	Field Hockey	Football
	Soccer (Boys)	Volleyball
Winter	Basketball	Curling
	Gymnastics	Skiing
	Snowboarding	Wrestling
Spring	Badminton	Golf
	Mountain Biking	Rugby (Boys) (15-a-side)
	Soccer (Girls)	Tennis
	Track and Field	Ultimate

**430.0** Grade eight (8) and grade nine (9) sports designate their own seasons of play with permission from the BCSS Board of Directors or its designates.

- 430.1 The following grade eight (8) and grade nine (9) sports currently have approval to play outside the designated Season of Play as indicated in 428.0 Please contact the BCSS office to request changes or additions to this list. The full list will be available on our website under "Sports" in the menu on the left.

<b>Seasons of Play</b>	
Fall	<b>Rugby 8/9</b> BNW, NS, RIC, VAN
Winter	<b>Volleyball 8</b> OCSSAA

Spring	<b>Volleyball (Boys) 8/9</b> VAN
	<b>Basketball 8</b> NCDSSA
	<b>Volleyball (Girls) 8/9</b> FVE
	<b>Football 8</b> NS

#### 431.0 APPROVED EXCEPTIONS TO THE SEASON OF PLAY DATES

- 431.1 FOOTBALL  
A school team may meet another team or participate in a jamboree with several school teams on one (1) occasion between the date of the last provincial championship and the end of the school year. This should be done in conjunction with spring practice.
- 431.2 FOOTBALL  
A provincial all-star team of student-athletes in grade 12, under the direction and control of the BCSS Football Commission (BCSSFA) may compete at one (1) event with other all-star teams from outside the province of BC. This event is to occur between spring practice and the last day of school.
- 431.3 BOYS RUGBY  
Schools in the North Central District SSAA, the Northwest Zone SSAA and the two (2) Kootenay SSAA may play senior boys rugby during the fall season of play, as long as the combined number of weeks in the Fall and the Spring leading up to and including the BCSS provincial championship week does not exceed thirteen (13) weeks of play.

#### 432.0 PLAYING DAY

Is defined as a calendar day on which a member school team or student-athlete participates in competition of a BCSS activity, excluding playoffs, championships and fundraising or promotional games.

- 433.0 No member school shall, within the season of play for a sport, allow any student-athlete to exceed the maximum number of playing days for that sport, which are:

Aquatics	15	Rugby (Boys)(15-a-side)	26
Badminton	26	Snowboarding	15
Basketball	32	Skiing	15
Cross Country	15	Soccer	26
Curling	15	Tennis	24
Field Hockey	26	Track and Field	15
Football	15	Ultimate	26
Golf	15	Volleyball	26
Gymnastics	15	Wrestling	26
Mountain Biking	26		

#### 434.0 SEASON OF PLAY PENALTIES

Where, as a result of a complaint or otherwise, the Executive Director determines that a member school has violated any provision of 420.0 - 430.0, 483.0 - 485.0.

- 434.1 He/she shall issue a written summary of the reasons for the determination;
- 434.2 The member school shall, in the case of competition played above the maximum number of playing days, forfeit all such competition; and
- 434.3 The Executive Director shall impose a fine against the member school calculated as follows and payable within thirty (30) school days of a written demand being made by the Executive Director:
- 432.4.1 \$200 if no violation of this section by the school in the past five (5) years;
- 432.4.2 \$400 if one (1) violation of this section by the school in the past five (5) years; or
- 432.4.3 \$800 if more than one (1) violation of this section by the school in the past five (5) years.

- 435.0 The Executive Director shall not make a determination under 434.0 without first (1<sup>st</sup>) giving the member school notice when writing of the allegation against it and a reasonable opportunity to be heard concerning the allegation.

- 436.0** A member school shall submit promptly such information or documentation as may be required by the Executive Director for the purpose of making a determination under 434.0.
- 437.0** There is no appeal from a determination under this section. A determination is final and binding and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings. It is the intention of BCSS and its members that, to the extent permitted by law, all matters concerning its Competitive Rules and Regulations be private matters not subject to any form of adjudication by any court or tribunal.

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## **440.0 TIERING CLASSIFICATION**

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### **441.0 NUMBER CALCULATION FOR ALL TIER CLASSIFICATIONS**

Member school population numbers will be determined using the previous year's grade ten (10), grade eleven (11), and Secondary Ungraded (SU) numbers as submitted September 30<sup>th</sup> to the Ministry of Education on the 1701 report. Tiering appeals can be submitted to BCSS until October 1<sup>st</sup> of the current school year. Accepted appeals will determine the member schools tiering numbers for all sports for a one (1) year period. Tiering appeals will not be accepted for Boys Basketball in the second (2<sup>nd</sup>) year of their two (2) year tiering cycle.

### **442.0 APPEALS**

442.1 Appeals can be submitted for the following:

- Addition or deletion of grades in a member school;
- School/District Re-organization; or
- Changes in enrolment in excess of five percent (5%) of the current year's grade eleven (11) and grade twelve (12) (senior grades) students in a member school compared to the previous year's 1701.

442.2 Appeals will not be accepted for the following:

- Changes or reclassification of secondary ungraded students in a member school; or
- Generalized fluctuation of less than five percent (5%) of the current year's grade eleven (11) and grade twelve (12) (senior grades) students in a member school

### **443.0 SPORT TIER CLASSIFICATIONS**

Sport commissions may hold one (1) or more provincial championship(s) with school enrollment being the principal determining factor. Tier classifications by sport:

<b>Aquatics (Coed)</b>
<b>AAA</b> - 421 or more students in grades 11 and 12 <b>AA</b> - 126-420 students in grades 11 and 12 <b>A</b> - 125 or fewer students in grades 11 and 12
<b>Basketball (Boys)</b>
<b>AAAA</b> - 277 or more boys in grades 11 and 12 <b>AAA</b> - 188-276 boys in grades 11 and 12 <b>AA</b> - 67-187 boys in grades 11 and 12 <b>A</b> - 66 or fewer boys in grades 11 and 12
<b>Basketball (Girls)</b>
<b>AAAA</b> - 263 or more girls in grades 11 and 12 <b>AAA</b> - 163-262 girls in grades 11 and 12 <b>AA</b> - 79-162 girls in grades 11 and 12 <b>A</b> - 78 or fewer girls in grades 11 and 12
<b>Field Hockey (Girls)</b>
<b>AAA</b> - 251 or more girls in grades 11 and 12 <b>AA</b> - 250 or fewer girls in grades 11 and 12
<b>Football (Boys)</b>
<b>AAA</b> - 275 or more boys in grades 11 and 12 <b>AA</b> - 274 or fewer boys in grades 11 and 12
<b>Golf (Coed)</b>
<b>AAA</b> - 361 or more students in grades 11 and 12 <b>AA</b> - 161-360 students in grades 11 and 12 <b>A</b> - 160 or fewer students in grades 11 and 12
<b>Rugby (Boys)</b>
<b>AAA</b> - 276 or more boys in grades 11 and 12 <b>AA</b> - 275 or fewer boys in grades 11 and 12
<b>Soccer (Boys)</b>
<b>AAA</b> - 226 or more boys in grades 11 and 12 <b>AA</b> - 81-225 boys in grades 11 and 12 <b>A</b> - 80 or fewer boys in grades 11 and 12
<b>Soccer (Girls)</b>
<b>AAA</b> - 226 or more girls in grades 11 and 12 <b>AA</b> - 81-225 girls in grades 11 and 12 <b>A</b> - 80 or fewer girls in grades 11 and 12
<b>Tennis (Coed)</b>
<b>AAA</b> - 501 or more students in grades 11 and 12 <b>AA</b> - 500 or fewer students in grades 11 and 12
<b>Track and Field (Boys and Girls)</b>
<b>AAA</b> - 401 or more students in grades 11 and 12 <b>AA</b> - 400 or fewer students in grades 11 and 12
<b>Ultimate (Coed)</b>
<b>AAA</b> - 301 or more students in grades 11 and 12 <b>AA</b> - 300 or fewer students in grades 11 and 12
<b>Volleyball (Boys)</b>
<b>AAA</b> - 226 or more boys in grades 11 and 12 <b>AA</b> - 81-225 boys in grades 11 and 12 <b>A</b> - 80 or fewer boys in grades 11 and 12
<b>Volleyball (Girls)</b>
<b>AAAA</b> - 251 or more girls in grades 11 and 12 <b>AAA</b> - 161-250 girls in grades 11 and 12 <b>AA</b> - 66-160 girls in grades 11 and 12 <b>A</b> - 65 or fewer girls in grades 11 and 12

#### **444.0 SPORTS CHANGING TIER CLASSIFICATION NUMBERS**

A commission wishing to change its tier classification based on enrollment must develop a rationale, with input from coaches, which must be submitted to the Competitive Standards Committee with recommendations going forward to the next meeting of the member schools for approval.

- 444.1 Boys Basketball Commission can biennially (every second year) submit an approved tiering numbers resolution directly to the BCSS AGM starting in 2017.

444.1.1 Approved tiering numbers are subject to the following conditions:

- a) Student numbers used for tiering are provided by BCSS; and
- b) Must be approved biennially at the BC Boys Basketball Commission AGM as per their bylaws and Handbook.

444.1.2 If above conditions are not met, no resolution may be presented directly at the BCSS AGM.

- 444.2 The Girls Basketball Commission can every five (5) years submit tiering numbers resolution directly to the BCSS AGM.

444.2.1 Approved tiering numbers are subject to the following conditions:

- a) Student numbers used for tiering are provided by BCSS; and
- b) Must be approved every five years at the Girls Basketball Commission AGM as per their bylaws and Handbook.

444.2.2 If the above conditions are not met, no resolution may be presented directly at the BCSS AGM.

#### **445.0 ADDITIONAL DESIGNATED CRITERIA FOR TIER CLASSIFICATION:**

- 445.1 Sport commissions may use criteria (in addition to enrollment) appropriate to the sport for tier placement. Examples are:

- Circumstances where climate or remoteness significantly affects the length of the season and the number of inter-school events;
- Circumstances where schools are either initiating a new program or reactivating one after having been out of competition for a period of time;
- Extenuating circumstances at the discretion of the commission.

- 445.2 A sport commission wishing to use criteria (in addition to enrollment) for tier placement must develop a rationale, with input from coaches, which must be submitted to the Competitive Standards Committee with recommendations going forward to the member schools for approval.

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### **450.0 PROVINCIAL BCSS CHAMPIONSHIP**

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#### **451.0 BCSS CHAMPIONSHIP**

Is an inter-school event, tournament or meet approved at a meeting of the membership, organized under the auspices of a BCSS sport commission, and having the following characteristics:

- 451.1 Only BCSS member schools may participate in qualification play leading up to a BCSS championship, and in championship play.
- 451.2 The championship is for school teams participating at the senior level of competition. Senior competition is defined as the highest level of school competition in British Columbia, and is open to student-athletes up to and including the fifth (5<sup>th</sup>) year of eligibility.
- 451.3 Only one (1) team from a member school may enter the final qualification event, tournament or meet that leads up to a championship.
- 451.4 School teams participating in the event, tournament or meet must have qualified for the championship through a competitive qualification process as determined by the applicable sport commission.
- 451.5 The championship must be organized and conducted under the Championship Standards Policies and Procedures approved by the BCSS membership, and the Rules and Regulations of the applicable sport commission.
- 451.6 A championship may only be approved for a sport that meets the classification criteria as a Level I, II, III, IV sport, as approved by the BCSS membership. The responsibility for a championship must be assigned to a BCSS sport commission.
- 451.7 Each championship shall be defined as being a boys' team championship, a girls' team championship, a coed team championship, or an open team championship.
- 451.7.1 **COED TEAMS**  
The sport specific rules for a coed team championship may require that:
- a) A specific number of boys and girls form one (1) coed team that competes against other



school teams with the same gender make-up (badminton, tennis, ultimate); or

- b) A minimum to maximum number of boys and girls combine as one (1) team, but compete against individuals of the same gender. Individual participant points are then added to determine the coed team point total (aquatics, gymnastics, track and field, snowboarding).

451.7.2 OPEN TEAMS

An open team championship may have either boys or girls who compete against all other participants to determine team point totals (golf).

451.7.3 TEAM SIZE

Each sport commission will define the minimum number of student-athletes that comprise a school team.

451.7.4 All BCSS approved sports shall lead to one (1) of the defined types of championships:

- Aquatics (boys team; girls team)
- Badminton (coed team)
- Basketball (boys team; girls team)
- Cross country (boys team; girls team)
- Curling (boys team; girls team)
- Field hockey (girls team)
- Football (boys team)
- Golf (open team)
- Gymnastics (coed team)
- Mountain biking (coed team)
- Rugby (boys team)(15-a-side)
- Skiing (boys team; girls team)
- Snowboarding (boys team; girls team)
- Soccer (boys team; girls team)
- Tennis (coed team)
- Track and field (boys team; girls team)
- Ultimate (coed team)
- Volleyball (boys team; girls team)
- Wrestling (boys team; girls team)

451.7.5 GRADE 8, GRADE 9, AND JUNIOR PROVINCIAL CHAMPIONSHIPS

BC High School Cross Country will be granted to run a fully sanctioned and BCSS supported BCSS Junior Championship.

**452.0 GOALS OF THE PROVINCIAL CHAMPIONSHIP**

To promote and maintain sports which are appropriate to the school system by:

- 452.1 Concentrating on sports that are best represented at the school level, based on available coaching, facility and technical resources; and
- 452.2 Protecting sports that are traditional to the school system.

**453.0 To provide the opportunity for all member school teams and individual student-athletes to qualify for provincial championship competition by:**

- 453.1 Ensuring geographical representation from competing schools;
- 453.2 Attempting to ensure equitable accessibility;
- 453.3 Attempting to ensure pursuit of experiences for a typical student-athlete; and
- 453.4 Attempting to ensure gender equity in opportunities offered.

**454.0 To provide appropriate levels of competition for all member school teams and individual student-athletes by having:**

- 454.1 Schools of similar size competing together when warranted by scope of provincial program; and
  - 454.2 Individual student-athletes of similar ability competing together when warranted by sport traditions.
- 455.0** To promote excellence in provincial championship competition while maintaining:
- 455.1 A qualification path requirement for all championships.
- 456.0 PROVINCIAL CHAMPIONSHIP CLASSIFICATIONS OBJECTIVES**  
The objectives shall be:
- 456.1 To establish a multi-level sport classification system that best reflects the number of BCSS member schools who are actively participating in various approved sports and the areas of the province in which the schools are located; and
  - 456.2 To establish criteria and procedures for the approval of a provincial championship.
- 457.0 ACTIVE PARTICIPATION**  
Active participation of a school shall be defined as:
- 457.1 An eligible student-athlete or student-athletes, comprising a team as per 451.7 and attending the same member school;
  - 457.2 Having a coach or coaches approved by the administration at this school;
  - 457.3 A team actively training, practicing and competing as a unit against other schools throughout the designated season of play for that sport; and
  - 457.4 Participating in a competitive process leading to and/or including qualification play for the provincial championship. Philosophically, the intent is that a school team is school-based.
- 458.0 SPORT LEVELS**
- 458.1 LEVEL IV SPORT:
    - 458.1.1 Must be approved as a BCSS sport by the membership;
    - 458.1.2 Must have a minimum of two hundred (200) member schools actively participating in competition leading to provincial championship play. Should a sport fall below the minimum number of actively participating schools for three (3) consecutive years, it shall be reclassified as a Level III Sport (appeals may be made to the appropriate committee as per BCSS policies);
    - 458.1.3 Must actively participate in a minimum of eight (8) of nine (9) BCSS zones. Should a sport be represented in less than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level III Sport (appeals may be made to the appropriate committee as per BCSS policies); and
    - 458.1.4 May have up to four (4) tiers, determined by school enrollment and other designated criteria.
  - 458.2 LEVEL III SPORT:
    - 458.2.1 Must be approved as a BCSS sport by the membership;
    - 458.2.2 Must have a minimum of one hundred-fifty (150) member schools actively participating in competition leading to provincial championship play. Should a sport fall below the minimum number of actively participating member schools for three (3) consecutive years, it shall be reclassified as a Level II Sport (appeals may be made to the appropriate committee as per BCSS policies);
    - 458.2.3 Must actively participate in a minimum of eight (8) of nine (9) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level II Sport (appeals may be made to the appropriate committee as per BCSS policies); and
    - 458.2.4 May have up to three (3) tiers, determined by the school enrollment and other designated criteria.
  - 458.3 LEVEL II SPORT:
    - 458.3.1 Must be approved as a BCSS sport by the membership;
    - 458.3.2 Must have a minimum of one hundred (100) member schools actively participating in competition leading to provincial championship play. Should a sport fall below the minimum number of actively participating member schools for three (3) consecutive years, it shall be reclassified as a Level I Sport (appeals may be made to the appropriate committee as per BCSS policies);
    - 458.3.3 Must have schools actively participating in minimum of seven (7) of nine (9) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level I Sport (appeals may be made to the appropriate committee as per BCSS policies); and
    - 458.3.4 May have up to two (2) tiers, determined by school enrollment and other designated criteria.

458.4 LEVEL I SPORT:

- 458.4.1 Must be approved as a BCSS sport by the membership;
- 458.4.2 Must have a minimum of fifty (50) member schools actively participating in competition leading to provincial championship play. Should a sport fall below the minimum number of actively participating member schools for three (3) consecutive years, it shall be reclassified as an approved invitational competition or event (appeals may be made to the appropriate committee as per BCSS policies);
- 458.4.3 Must have schools actively participating in a minimum of six (6) of nine (9) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as an approved invitational competition or event (appeals may be made to the appropriate committee as per BCSS policies); and
- 458.4.4 May have only one (1) tier of provincial championship competition.

**459.0 PROCESS FOR SANCTIONING A CHAMPIONSHIP**

459.1 EXTENSION OF APPROVED SPORT PROGRAM – Adding a tier:

459.1.1 NOTICE OF INTENT TO MAKE APPLICATION FOR A CHAMPIONSHIP:

- a) Notice of intent to make application for BCSS approval for an additional tier championship to be submitted to the appropriate committee as per BCSS policies at least one (1) year prior to the official application being presented to the membership;
- b) The application must include the following information:
  - Names of participating BCSS member schools in that sport,
  - Proposed criteria for determining tier allocation,
  - Growth plans for the sport for next five (5) years, and
  - Contact details for further information.
- c) The application must be submitted by responsible sport commissioner; and
- d) The sport classification criteria for the requested sport level must be followed.

459.1.2 ORGANIZATION OF PROVINCIAL INVITATIONAL EVENTS:

- a) Sport commissions must organize and conduct at least one (1) provincial invitational event, tournament or meet prior to approval of final application;
- b) The provincial invitational event, tournament or meet must be conducted in accordance with current BCSS Competitive Rules and Regulations;
- c) The competition must be at the senior level only;
- d) Sport commissions will determine and advertise to all schools participating in that sport the qualification, procedures to advance to the provincial invitational event, tournament or meet; and
- e) Sport commissions will submit a summary report to the appropriate committee as per BCSS policy within forty-five (45) days of the conclusion of the provincial invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.

459.1.3 FINAL APPLICATION FOR CHAMPIONSHIP STATUS:

- a) Application for approval of a new championship must be submitted by the sport commission to the appropriate committee as per BCSS policy by the published deadlines of the year that the membership vote is to be taken;
- b) The Committee will review the application and make a recommendation to the BCSS Board of Directors;
- c) The application must include the following information:
  - Names of participating BCSS member schools in that sport,
  - Proposed criteria for determining tier allocation,
  - Schematic showing the reconfiguration of the sport with the new tier system,
  - Pertinent dates and deadlines to be used for tier determination,
  - Growth plans for the sport for next five (5) years,
  - The qualification process to be used for championships,

- A resolution to go to the meeting of the member schools, and
  - Contact details for further information.
- d) Once approved, invitational events become a part of the sport official records.
- 459.2 EXTENSION OF APPROVED SPORT PROGRAM (existing commission) – Adding a gender or new sport:
- 459.2.1 NOTICE OF INTENT TO MAKE APPLICATION FOR A CHAMPIONSHIP:
- a) Notice of intent to make application for BCSS approval for a new gender-specific or new sport championship to be submitted to the appropriate committee as per BCSS policy at least one (1) year prior to the official application being presented to the membership;
- b) The application must include the following information:
- Names of participating BCSS member schools (minimum of fifty (50) schools),
  - Names of coaches and sponsors,
  - Length of time that each school has offered the program,
  - Number of student-athletes involved at each school for last two (2) years,
  - Growth plans for the sport for next five (5) years, and
  - Contact details for further information.
- c) This notice of intent must be submitted by an existing sport commission; and
- d) The sport classification criteria for the particular sport level being requested must be followed.
- 459.2.2 ORGANIZATION OF PROVINCIAL INVITATIONAL EVENTS:
- a) Sport commissions must organize and conduct at least one (1) provincial invitational event, tournament or meet prior to final application being made for approval. The appropriate committee may determine that more than one (1) invitational event must be organized;
- b) The provincial invitational event, tournament or meet must be conducted in accordance with current BCSS Competitive Rules and Regulations;
- c) The competition must be at the senior level only;
- d) Sport commissions will determine and advertise to all schools participating in that sport the qualification procedures to advance to the provincial invitational event, tournament or meet; and
- e) Sport commissions will submit a summary report to the appropriate committee as per BCSS policy within forty-five (45) days of the conclusion of the provincial invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.
- 459.2.3 FINAL APPLICATION FOR CHAMPIONSHIP STATUS:
- a) Application for approval of a new championship must be submitted by the sport commission to the appropriate committee as per BCSS policy by February 14 of the year that the BCSS membership vote is to be taken;
- b) The appropriate committee as per BCSS policy will review the application and make a recommendation to the BCSS Board of Directors;
- c) The application must include the following information:
- Names of participating BCSS member schools (minimum of fifty (50) schools),
  - Proposed criteria for determining tier allocation,
  - A schematic showing the reconfiguration of the sport with the new tier system,
  - Pertinent dates and deadlines to be used for tier determination,
  - Growth plans for the sport for next five (5) years,
  - The qualification process to be used for championships,
  - A resolution to go to the meeting of the member schools, and
  - Contact details for further information.
- d) Once approved, invitational events become a part of the sport official records.
- 459.3 NEW SPORT PROGRAMS (under a new commission):

#### 459.3.1 NOTICE OF INTENT TO MAKE APPLICATION FOR BCSS APPROVAL

- a) Notice for application for a new championship (new sport) to be given to the appropriate committee as per BCSS policy at least two (2) years prior to the official application being presented to the membership;
- b) The application must include the following information:
  - Names of participating BCSS member schools (minimum of fifty (50) schools);
  - Names of coaches and sponsors,
  - Length of time that each school has offered the program,
  - Number of student-athletes involved at each school for last two (2) years,
  - Growth plans for the sport for next five (5) years,
  - Plans for the development of a new sport commission, and
  - Contact details for further information.
- c) The notice of intent must be submitted by a group of at least ten (10) school coaches from BCSS member schools, actively coaching in the sport. Seven (7) of these coaches must be teachers or administrators working at BCSS member schools;
- d) The sport classification criteria for the particular sport level being requested must be followed; and
- e) After the application is submitted, representatives from the new sport organizers may be invited to attend the Council of Sport Commissioners meetings (two (2) per year) as an observer and at their own expense.

#### 459.3.2 ORGANIZATION OF PROVINCIAL INVITATIONAL EVENTS:

- a) The individuals taking on responsibility for the new sport (sport organizers) must organize and conduct at least two (2) provincial invitational events, tournaments or meets prior to the final application being made for approval. The appropriate committee as per BCSS policies may determine that more than two (2) invitational events must be organized;
- b) The provincial invitational events, tournaments or meets must be conducted in accordance with current BCSS Competitive Rules and Regulations;
- c) The competition must be at the senior level only;
- d) The sport organizers will determine and advertise to all schools participating in that sport the qualification procedures to advance to the provincial invitational event, tournament or meet; and
- e) The sport organizers will submit a summary report to the appropriate committee as per BCSS policy within forty-five (45) days of the conclusion of the provincial invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.

#### 459.3.3 FINAL APPLICATION FOR CHAMPIONSHIP STATUS:

- a) Application for approval of a new championship must be submitted by the sport organizers to the appropriate committee as per BCSS policy by the published deadlines of the year that the membership vote is to be taken;
- b) The committee will review the application and make a recommendation to the BCSS Board of Directors;
- c) The application must include:
  - Names of participating BCSS member schools (minimum of fifty (50) schools),
  - Names of coaches and sponsors at each school,
  - Length of time that each school has offered the program,
  - Number of student-athletes involved at each school for last four (4) years,
  - Growth plans for the sport for next five (5) years,
  - The qualification process to be used for championships,
  - Resolutions for the meeting of the member schools, including the addition of a new sport commission to Section 14 {Committees} of the BCSS Bylaws, and
  - Contact details for further information.

- d) Representatives of the applying sport organizers will be asked to speak to the applicable resolutions at the meeting of the member schools; and
- e) Once approved, invitational events become a part of championship official records.

#### **460.0 PROVINCIAL CHAMPIONSHIP CALENDAR**

The objectives shall be:

- 460.1 To achieve optimal utilization of instructional time, costs, and human resources.

#### **461.0 RESPONSIBILITY FOR CHAMPIONSHIP CALENDAR**

461.1 Sport commissions must maintain a calendar (minimum three (3) year period) which sets out:

- Championship dates,
- The number of school days involved, and
- Where possible, the location at which the championship is to be held. The initial three (3) year calendar was submitted to the Competitive Standards Committee in June 1997.

461.2 Proposed changes to established dates and locations must be submitted to the appropriate committee as per BCSS policy no later than June 15 of any given year, with recommendations going forward to the Board of Directors for approval.

#### **462.0 SPECIFIC DAYS OF THE WEEK FOR CHAMPIONSHIP PLAY**

462.1 BCSS approved championships must end on a Saturday (462.3)

- The Saturday may be the final day of competition, or
- The Saturday may be the only day of competition.

462.2 Sport commissions may request an exemption for the next school year from 462.1 by:

- Submitting the request, including appropriate rationale to the appropriate committee as per BCSS policy by the published deadlines of the current school year,
- The appropriate committee as per BCSS policies will make a recommendation to the BCSS Board of Directors,
- If approved, the Board of Directors will forward a recommendation to the next meeting of the member schools,
- The membership may grant an exemption on a one (1) year basis, or as a blanket exemption.

462.3 BLANKET EXEMPTIONS:

- 462.3.1 The BC Secondary Schools Skiing Association is granted a blanket exemption from 462.1 for the Alpine Skiing and Snowboarding championships, provided that the championship event(s) starts on a Monday or concludes on a Friday. This is to facilitate team travel to or from the event on a weekend.
- 462.3.2 The BC Secondary Schools Golf Association is granted a blanket exemption from 462.1 for the Golf championship provided that the championship event starts on a Monday or concludes on a Friday. This is to facilitate team travel to or from the event on a weekend.
- 462.3.3 The BC Secondary Schools Soccer Association is granted a blanket exemption from 462.1 for the Girls AA and AAA Soccer championships, provided that the championship events start on a Sunday and end on a Tuesday.
- 462.3.4 The BC Secondary Schools Soccer Association is granted a blanket exemption from 462.1 for the Boys AA and AAA Soccer championships, provided that the championship starts on a Monday or ends on a Friday to accommodate facility bookings and conflicts with community users.
- 462.3.5 The BC Secondary Schools Girls Field Hockey Association is granted a blanket exemption from 462.1 for the AA and AAA Field Hockey championships, provided that the events start on a Monday or end on a Friday. This is to facilitate team travel to or from the events on a weekend.
- 462.3.6 The BC Secondary Schools Rugby Union is granted a blanket exemption from 462.1 for the Boys AA and AAA Rugby championships, provided the championship starts on a Wednesday and ends on a Sunday to accommodate a day of rest due to safety concerns.
- 462.3.7 The BC Secondary Schools Wrestling Association is granted an exemption from 462.1 for the Wrestling Championships, provided that the Championships event starts on a Sunday and ends on a Tuesday.

#### **463.0 PROVINCIAL CHAMPIONSHIPS AND PROVINCIAL EXAM CALENDARS**

463.1 BCSS approved championships shall not be held during the week of, or on a weekend immediately following any Ministry of Education Provincial Exams. This policy was implemented in school year 1998-99.

#### **464.0 PROVINCIAL CHAMPIONSHIP QUALIFICATION PROCESS**

The objectives shall be:

- 464.1 To establish a systematic, transparent, equitable and objective process for qualification into the Provincial Championships
- 464.2 To recognize schools from across the province as the best teams from their zone
- 464.3 To create an opportunity to celebrate BC School Sports, our zones, local associations, member schools and student-athletes, and the positive effects of education-based athletics.
- 464.4 To add significance and importance to zone championships
- 465.0 RESPONSIBILITY FOR ALLOCATION OF BERTHS AND QUALIFICATION PROCESS**
- 465.1 BCSS DESIGNATED ZONES  
All sports must qualify their teams using the nine (9) BCSS Zones as found in Schedule B of the Bylaws.
- 465.1.1 Recognizing the limited number of teams and the ability to only play safely one game per week, football will run a provincial league and qualification process, as indicated by the commission.
- 465.2 ALLOCATION OF BERTHS  
Berths into a provincial championship are allocated by the BCSS Sport Commission. They must be allocated to a zone, and not a specific athletic association, subgroup, or specific school, with the exception of those commissions that guarantee the host school a berth.
- 465.3 QUALIFICATION PROCESS  
Each BCSS designated zone, shall have at least one berth into each provincial championship through a zone championship event. Zones may not have a team registered in a specific sport and tier, or are unable to fill a berth. Unfilled berths will be added to the number of at-large berths to be allocated in accordance with the applicable sport commission process.
- 465.4 RANKING/TOURNAMENT FORMAT  
Each sport commission is responsible for establishing and executing the seeding and format of the provincial tournaments once qualified teams are identified.
- 466.0 CHAMPIONSHIP ENTRY AND/OR PARTICIPATION FEES**  
The objectives shall be:
- 466.1 To keep the direct participation costs of BCSS championships as low as possible; and
- 466.2 To provide a financial framework for the sport commissions and the tournament organizing committees.
- 467.0 ENTRY FEES**
- 467.1 The entry fee charged to teams and/or student-athletes competing in a BCSS provincial championship should cover or contribute to the expenses of:
- Facility rental and equipment;
  - Event officials/judges;
  - Medical coverage at the tournament; and
  - Other expenses directly related to the costs of staging the competitive aspects of the tournament.
- 467.2 Competing schools must be provided with a tournament budget on request. Sport commissions are strongly encouraged to have a maximum entry fee level in their rules and regulations.
- 468.0 SOCIAL EVENTS FOR STUDENT-ATHLETES**  
Social events such as a banquet or hospitality function may be offered for the tournament participants. The charge to student-athletes and coaches or competing schools for social events cannot be mandatory unless the applicable sport commission has included the social event and maximum cost per person as a required part of the championship in the published Commission Rules and Regulations. The inclusion in the rules and regulations of a mandatory social event must be approved through a mail vote of schools participating in the appropriate tier, and should be reviewed at least every four (4) years.
- 469.0 OTHER RELATED CHARGES**  
Tournament items such as t-shirts, souvenir programs, tournament premiums and non-mandatory social activities can enhance a championship. However, tournament organizers cannot make the purchase of these value-added elements mandatory for participants. Tournament organizers should assist their own planning through pre-ordering opportunities for the competing schools.
- 470.0 COMMUNICATION OF ENTRY FEES AND OTHER TOURNAMENT COSTS**
- 470.1 MANDATORY CHARGES  
Maximum entry fees and any mandatory social event charges (see 56.3.0) should be published in the BCSS handbook, on the BCSS website and in the Commission Rules and Regulations before the school year begins.
- 470.2 OTHER TOURNAMENT CHARGES  
Tournament organizers should communicate all non-mandatory tournament charges to all possible competing teams at least six (6) weeks before the tournament starts.

#### **471.0 PROVINCIAL CHAMPIONSHIP EVENT MANAGEMENT GUIDELINES**

The objectives shall be:

471.1 To ensure that BCSS approved championships meet minimum acceptable standards with respect to:

- Awards,
- Appeal procedures,
- Conduct and discipline,
- Contracts,
- Dress code,
- Finance,
- Hosting guidelines,
- Location and facilities,
- Media relations,
- Officials,
- On-site concessions and sales,
- On-site supervision and security,
- Promotion,
- Protocol,
- Risk management,
- Rules of competition,
- Souvenir programs,
- Sponsorship

#### **472.0 DISCIPLINARY COMMITTEE**

During provincial championships, sport commissions shall form a disciplinary committee to deal with any gross violations of behavior or conduct by a student-athlete or coach considered to be unacceptable by the committee.

472.1 STUDENT-ATHLETES

While discipline might include banning a student-athlete from further participation in a tournament, the coach of the student-athlete must still assume responsibility for the supervision of the student-athlete and deal with further disciplinary action in accordance with the school or district regulations.

472.2 COACHES

Any discipline of coaches must follow the procedure outlined in 270.0 of these policies.

#### **473.0 LEVELS OF RESPONSIBILITY/TERMS OF REFERENCE - SCHOOL/SCHOOL DISTRICT**

The school and/or school district shall be:

473.1 Responsible for developing and communicating policies regarding student-athlete safety and supervision; and

473.2 Responsible for developing and communicating policies regarding travel.

#### **474.0 CHAMPIONSHIP ORGANIZING COMMITTEE – The tournament organizing committee shall be:**

474.1 Responsible for implementing policies and procedures with respect to the integrity and technical competency established by commissions Competitive Rules and Regulations, Competitive Standards Committee and/or the membership.

*Note: the policies and procedures must be set out in the Event Management Guideline Manual.*

#### **475.0 SPORT COMMISSION**

The sport commission shall be:

475.1 Responsible for the technical aspects and policies of the provincial championship;

475.2 Responsible for ensuring that the BCSS Competitive Rules and Regulations are followed;

475.3 Responsible for ensuring that every school competing in a sport has the opportunity to qualify for the provincial championship in a fair and equitable manner; and



- 475.4 Responsible for making recommendations to the appropriate Committee and/or membership concerning competitive standards.

#### **476.0 BCSS MEMBERSHIP**

The BCSS member schools, at a General Meeting, shall be:

- 476.1 Responsible for determining Competitive Standards Policies and Procedures, based on recommendations from sport commissions, the Competitive Standards Committee, and other interested parties.

#### **477.0 RESPONSE TO PROVINCIAL JOB ACTION**

BCSS believes that student-athletes and their participation in extracurricular activities should be free from political interference; however, the reality is that the majority of teacher-coaches are members of the BCTF and are bound by their professional obligations. In the event of a province-wide strike or job action, the BCSS Board of Directors will make a determination on whether or not league competition and championship play will continue and communicate this decision in a timely fashion. Safety of athletes and competitive balance will be guiding factors in the decision. Commissions, local athletic associations and superintendents will be consulted. If it is determined that the safety of student-athletes or the competitive integrity of league competition or championship play will be affected, the Board of Directors shall suspend all competition. Public school teams that continue to practice or play during this period of suspension will not be supported by BCSS.

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### **480.0 SANCTIONING**

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*The intent of sanctioning is to ensure school teams, playing under similar conditions and rules structures are competing fairly against one another, within the spirit and intent of interscholastic athletics. Any competition hosted by and contested between two BCSS member schools, in a recognized activity, during the season of play, is automatically sanctioned. Events that are attended by member schools and hosted out of province, are hosted by member schools but have an out-of-province team competing, or are hosted by a non-member, require sanctioning to be obtained prior to the event.*

- 481.0** Many BC schools host competitions with schools from outside of the province or travel out of province. To ensure that competition is conducted or approved by secondary school authorities and that competition is equitable and fair, sanctioning policies have been developed by all provincial school sport associations in Canada and state associations in the U.S.A. Sanctioning assures that competition is being conducted in the best interests of the schools concerned. The competition must be conducted by an educational institution or subject to the controls of school authorities. For sanctioning purposes, each BC school will guarantee that each student-athlete meets the eligibility requirements of BCSS.

- 482.0** The following procedure must be used for sanctioning of competition involving schools from outside the province (schools in provinces and states outside BC inviting teams from BC are required to follow the same procedures).

#### **482.1 CANADIAN SCHOOLS**

- 482.1.1 Any member school hosting a team from another province must submit an Application for Sanction – Host to BCSS no later than thirty (30) days prior to the event.
- 482.1.2 Any member school traveling out of province for a competition must submit an Application for Sanction – Travel to BCSS no later than sixty (60) days prior to the event.
- 482.1.3 Upon receipt of an application in 482.1.1 or 482.1.2, BCSS will
- Ensure that the competition is being conducted within BCSS rules and regulations and is in the best interest of the schools concerned;
  - Complete and forward endorsement forms to the provincial or state association(s) of the out of province schools; and
  - Member schools not completing the required application form in accordance with 482.1.1 or 482.1.2 will be fined \$200 per instance.
- 482.1.4 BCSS and Alberta Schools Athletic Association have endorsed a blanket sanctioning policy for member-schools situated near the Alberta-BC border as posted on the BCSS website.

#### **482.2 UNITED STATES SCHOOLS**

- 482.2.1 Any member school hosting a tournament, meet, or event involving two (2) or more schools where one (1) or more schools are from the United States, must submit an Application for Sanction - Hosting to BCSS no later than sixty days (60) prior to the event.
- 482.2.2 Any member school traveling to a tournament, meet, or event in the United States must submit an Application for Sanction Traveling to BCSS no later than sixty days (60) prior to the event.
- 482.2.3 Upon receipt of an application in 482.2.1 or 482.2.2, BCSS will:
- Ensure that competition is being conducted within BCSS rules and regulations and is in the best interests of the schools concerned,
  - Complete and forward endorsement forms to the state association(s) of the schools.
    - a) Tournaments, meets or events involving schools from three (3) or more states must also receive sanction from the National Federation of State High School Associations (NFHS). This process requires:

- b) A processing fee, as determined by NHFS, sent ninety (90) days before the tournament, meet, or event; and
  - c) A financial report sent within ninety (90) days after the tournament, meet, or event.
- 482.2.4 Member schools not completing the required application form in accordance with 482.2.1 or 482.2.2 will be fined \$200 per instance.
- 482.3 INTERNATIONAL TOURS, CONTESTS, AND CULTURAL EXCHANGES
  - 482.3.1 Any member school hosting or traveling to another country other than the United States must submit an Application for Sanction - International to BCSS no later than sixty (60) days prior to the event.
  - 482.3.2 Upon receipt of an application in 482.3.1, BCSS will:
    - Ensure that the competition is being conducted within BCSS rules and regulations and is in the best interests of the schools concerned; and
    - Notify the member school of the decision (approval or denial).
  - 482.3.3 Member schools not completing the required application form in accordance with 482.3.1 will be fined \$200 per instance.
  - 482.3.4 It is the responsibility of the member school to obtain approval(s) from the appropriate Provincial and/or National Sport Organizations (PSO/NSO) as required.
- 482.4 NON-MEMBER EVENT SANCTIONING
  - 482.4.1 Colleges, Universities, other non-member institutions, companies, organizations, or individuals hosting high school events must obtain sanctioning using the 3rd Party sanctioning form
  - 482.4.2 The form must be submitted to BCSS at least twenty-one (21) days prior to the event. A \$200 late sanctioning fee will be assessed to the applicant, if the sanctioning form is not submitted on time. Refusal to pay the fine will result in the loss of sanctioning.
  - 482.4.3 Member Schools not listed on the sanctioning form will not be able to participate without approval of BCSS. If non-school teams and BCSS member school teams are participating at the same tournament they must compete in separate categories/divisions/events etc.
  - 482.4.4 In the event of individual sports, high school athletes belonging to club teams should compete only as a member of their High School and only compete against High School athletes.
- 483.0 FUNDRAISING/PROMOTIONAL GAMES**

Despite 420.0, each team at a member school is permitted to play one (1) fundraising or promotional game per school year, whether the game occurs during the applicable season of play or not.

  - 483.1 A member school shall not participate in a fundraising or promotional game if the opposing team contains one (1) or more student-athletes from another member school.
  - 483.2 The member school must report the following details to the Executive Director, by no later than two (2) school days after the game:
    - The member school team;
    - The opposing team; and
    - The date and location of the game.
- 484.0 TOURING/HOSTING OUT-OF-SEASON**

Despite 420.0, each team at a member school:

  - 484.1 May travel on one (1) tour outside of the applicable season of play; or
  - 484.2 May host one (1) out of province school team for competition outside of the applicable season of play.
- 485.0** A member school touring or hosting under 484.0 shall comply with all sanctioning requirements in Competitive Rules and Regulations.
- 486.0 APPROVED BCSS INVITATIONAL COMPETITIONS AND EVENTS**

The objectives shall be:

  - 486.1 To establish criteria and procedures for the approval of invitational competitions and events (not a provincial championship category).
  - 486.2 INVITATIONAL COMPETITION OR EVENT CATEGORIES:
    - 486.2.2 INVITATIONAL COMPETITION
 

A minimum of twenty-five (25) schools in a minimum of six (6) of nine (9) zones engaged in a sport and desiring an official affiliation and status with BCSS. The event must be advertised as invitational only. Competition must be at senior level of competition. All BCSS Competitive Rules and Regulations

must be followed. Schools participating must have the approval of the appropriate local and regional athletic associations.

**486.2.3 JUNIOR DESIGNATED ZONE COMPETITION**

A minimum of fifty (50) schools throughout the province participating at junior level competition. Senior Level I, Level II, Level III, or Level IV sport championships already exists. All BCSS Competitive Rules and Regulations must be followed. Schools participating must have the approval of the appropriate local and regional athletic associations. The junior designated zone competition should be the top level of competition available to junior teams from one (1) or more local athletic associations.

**486.2.4 SCHOOL-ORGANIZED INVITATIONAL EVENTS**

Invitational events where the approval of BCSS is desired to give status to the event (i.e. to draw an international field, provide credibility for sponsors etc.). All BCSS Competitive Rules and Regulations and applicable sport commission rules and regulations must be followed.

**486.2.5 MODIFIED SPORTS/GAMES**

Invitational competition among member schools in a modification of a sport already approved as a provincial championship sport. All BCSS Competitive Rules and Regulations and applicable sport commission rules and regulations must be followed.

## 500: ELIGIBILITY & REGISTRATION



## 510.0 STUDENT-ATHLETE & TEAM ELIGIBILITY

**511.0** BCSS recognizes the right of all student-athletes to choose which school they attend and which subjects they study. BCSS, however, is charged with the responsibility of drafting, implementing and enforcing rules on eligibility for those student-athletes who seek the privilege of participating in interschool competition. The overriding purpose of these rules is to ensure fair and equitable competition for all student-athletes participating in BCSS activity. Individual student-athletes must meet the applicable eligibility requirements of BCSS and any applicable sport commission gender-based equity rule to participate in BCSS activity, and be listed on the appropriate STARS roster to be eligible for competition.

**512.0** A member school team is defined as any one (1) student-athlete or group of student-athletes who are representing the member school in interschool sport activity, and are supervised by a school district approved coach/sponsor and under the authority of the school administrator. All member school sport teams must be properly registered in STARS by the published deadline dates in order to compete in BCSS competition. Individual student-athletes must be registered and approved in STARS as part of their eligibility requirements. Additionally, student-athletes must be registered on the appropriate STARS team roster.

512.1 The school that is being represented by a team must be a member school of BCSS as per 110.0

512.2 A member school team is prohibited to compete against non-member school teams, club teams and community teams in a BCSS activity, with the exception of Gr. 8 school teams where non-member BCSS middle school leagues exist. This exemption is only valid for league contests and does not apply to tournaments or other exhibition play.

### **513.0 STUDENT-ATHLETES REGISTERED AT AND COMPETING FOR A MEMBER SCHOOL**

A student-athlete can only play for the member school at which they are registered. Student-athletes must be in grades eight (8) to twelve (12) at a BCSS member school in order to compete in any BCSS competition.

513.1 An individual student-athlete is only eligible to compete in one (1) thirteen (13) week sanctioned season of play per sport in each school year.

### **514.0 STUDENT-ATHLETES REGISTERED AT MORE THAN ONE (1) MEMBER SCHOOL**

If a student-athlete is registered at two (2) schools, the student-athlete may only participate in BCSS activities for the member school at which the student-athlete has the largest percentage of the credit load.

514.1 If the credit load at the two (2) member schools is equal, the school at which the student-athlete was first registered at in a BCSS activity would be considered their home school.

514.2 If, at any time after the student-athlete's home school has been established, the member school at which the student-athlete is enrolled in the majority of his/her credit load changes, the school which now has the majority of course load, must establish eligibility by meeting the conditions outlined in 600.0.

### **515.0 FULL-TIME STUDENT-ATHLETE STATUS**

A student athlete must be enrolled in and attending a minimum of a sixty-two and a half percent (62.5%) course load. A one hundred percent (100%) course load is defined as thirty two (32) credits or eight (8) standard courses.

515.1 LINEAR SCHOOL SYSTEM - Student-athletes must be enrolled in and attending a minimum of five (5) full time courses (20 credits) within the school year to be considered eligible.

515.2 SEMESTER SCHOOL SYSTEM - Student-athletes must be enrolled in and attending a minimum of two (2) full time courses (8 credits) in both semesters and a minimum of five (5) courses total within the school year to be considered eligible.

515.2.1 A student-athlete who completes his/her school graduation requirements mid-year (January) and does not continue to enroll in courses, must have been awarded credit in a minimum of three (3) courses in the first semester to remain eligible for the conclusion of the winter season of play. The student-athlete is ineligible to begin a new season of play (Spring).

515.2.2 Student-athletes who complete graduation requirements during the current school year and continue to take courses, will remain eligible, should they continue to meet all other eligibility requirements.

### **516.0 STUDENT-ATHLETE AGE & COMPETITIVE LEVELS**

To be age-eligible to compete in competition of a BCSS activity student-athletes must meet both the age and grade eight (8) entry dates as outlined below:

Competitive Level	Age	Grade 8 Entry Date
Grade 11 & 12 (Senior)	Student-athlete must be under nineteen (19) years or age as of December 31 of the current school year	2016 or later
Grade 10 (Junior)	Student-athlete must be under seventeen (17) years of age as of December 31 of the current school year	2018 or later
Grade 9 (Juvenile)	Student-athlete must be under sixteen (16) years of age as of December 31 of the current school year	2019 or later

Grade 8 (Bantam)	Student-athlete must be under fifteen (15) years of age as of December 31 of the current school year	Must be 2020 or later
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#### **517.0 GRADE SEVEN (7) STUDENT-ATHLETE COMPETITION**

Grade seven (7) student-athletes are not automatically allowed to participate in competition of a BCSS activity. A grade seven (7) eligibility application can be made to the Eligibility Officer for an exemption to allow a grade seven (7) student-athlete to play for a grade eight (8) or bantam team where the member school would not otherwise be able to field a team due to insufficient numbers.

- 517.1 The Eligibility Officer will review the grade seven (7) eligibility application to ensure that all of the following conditions are met:
- 517.1.1 Grade seven (7) student-athletes must be registered as a student at the school applying for the exemption;
  - 517.1.2 Grade seven (7) student-athletes can only participate on a grade eight (8) or bantam team sports;
  - 517.1.3 Grade seven (7) student-athletes cannot participate in the individual sports of aquatics, cross country, gymnastics, mountain biking, skiing/snowboarding, track and field, or wrestling;
  - 517.1.4 Grade eight (8) or bantam student-athletes cannot be registered on the member school's more senior team for the requested team sport;
  - 517.1.5 Grade seven (7) student-athletes being allowed to participate in a grade eight (8) or bantam level team is to allow a member school to field a grade eight (8) or bantam level team which otherwise would not happen due to an insufficient number of grade (8) student-athletes wanting to participate;
  - 517.1.6 The number of grade seven (7) student-athletes on the given team must not exceed the number of grade eight (8) or bantam level student-athletes; and
  - 517.1.7 The maximum number of student-athletes on the given team must not exceed the BCSS minimum numbers required to field the team (see 413.0).
  - 517.1.8 Where all conditions outlined in 517.1.1 through 517.1.6 are met, schools in category 2,3,4 (as per 161.0) are not subject to 517.1.7 in the sports of basketball and volleyball. However, the roster size may not exceed twelve (12) if using grade sevens (7).
- 517.2 Application and conditional acceptance of grade seven (7) student-athletes may be terminated by the Eligibility Officer if the 517.1 conditions are not met.
- 517.3 Grade seven (7) student-athletes who play on a grade eight (8) or bantam team will begin their five (5) years of eligibility on the date they enter grade eight (8).
- 517.4 The Eligibility Officer's decision is final and conclusive and shall not be appealed or reviewed in any manner.

#### **518.0 STUDENT-ATHLETE PLAYING UP & MOVEMENT BETWEEN TEAMS**

- 518.1 **INDIVIDUAL STUDENT-ATHLETES PLAYING UP TO A MORE SENIOR SCHOOL'S TEAM**  
Middle/Junior member school athletes whose feeder school (senior school) has a Membership Category of four (4) or lower can apply to "play up" to the senior member school that they would normally attend if, by the roster registration deadline (see 532.3), they have approval of both member schools' administrators, athletic directors, students, and parents(s) or legal guardian(s). The middle/junior school must be a member in good standing. The local athletic association, the district superintendent, and BCSS must be notified by using the appropriate form. Senior member schools must not register these student-athletes in STARS as an enrollee of their school. BCSS will place the middle/junior school student-athletes on the senior member schools STARS team roster when the form is received and approved. Any student-athletes not properly registered will be deemed ineligible.
- 518.1.1 Member schools with Football and/or Rugby Programs may allow grade nine (9) student-athletes at their feeder school (middle school) to play up to the more senior school Junior Varsity (JV) team. Grade nine (9) student-athletes at a feeder school (middle school) may not play up to the senior school varsity team.
  - 518.1.2 **LIMITS TO PLAYING/MOVING UP**  
Student-athletes attending a middle school or junior secondary school cannot play or move up in the sports of aquatics, cross country, gymnastics, mountain biking, skiing/snowboarding, track and field, or wrestling as the minimum number to form a school team in these sports are one (1) athlete.
  - 518.1.3 The exemption to this rule is football whereby student-athletes registered on a lower level team may play for the higher level team at the same time without restriction during playoffs.
- 518.2 **MOVEMENT BETWEEN TEAMS**  
A registered student-athlete may play up to a more senior team during league play without restriction on the number of days. Once the player has participated in playoffs, any competition following the conclusion of the regular season. The player must stay up with the more senior team and a Moving Player to a Higher Age-Group Team form must be completed in STARS. Once approved, the student will be registered with the more senior team

for the remainder of that season.

518.2.1 If a school registers two (2) or more teams in the same age group in the same sport, there will not be any movement between those two (2) teams for competition.

518.2.2 Football is exempt from 518.2 Any registered student-athlete within the Football Commission may play up to a more senior team during playoffs without restriction - including playing for both teams during the playoffs, provided that the student-athlete playing up on the more senior team is registered on a lower level team. No student-athlete registered on a senior team with BCSS may play down at a lower level.

**518.3 INDIVIDUAL STUDENT-ATHLETES MOVING UP AT THE END OF THEIR AGE GROUP SEASON**

A student-athlete who is otherwise eligible and is registered on one (1) of the school teams in the same sport, or is eligible as per 518.1, may join the more senior team in that sport after the completion of the lower age level team's league competition and playoff schedule. The student-athlete must be added to the appropriate STARS roster for the more senior team before competing. The addition of the student-athlete is made by notification in STARS to the BCSS office with the student-athletes name, the name of the team on which they were originally registered and the team they would like to move up to (submission in STARS - Moving Up Form).

**519.0 NUMBER OF YEARS OF ELIGIBILITY - FIVE (5) YEARS**

Student-athletes have five (5) consecutive years of BCSS competition eligibility, starting on the entry date into grade eight (8). A year is considered to be the twelve (12) month period between September of one (1) school year and September of the next school year.

**519.1 IF A STUDENT-ATHLETE DOESN'T PARTICIPATE**

If a student-athlete chooses not to participate during one (1) or more years of the five (5) year period, or is not on a team roster during one (1) or more years of the five (5) year period, or leaves school (withdraws) for a time period during the five (5) year eligibility time period, that time period will still count toward the five (5) years of eligibility.

**519.2 UNGRADED STUDENT-ATHLETES**

For ungraded student-athletes in schools where it is difficult to determine when a student-athlete entered grade eight (8) (e.g. middle school, K-10, K-12 schools), the student-athlete will be considered to be a grade eight (8) student-athlete in the school year commencing in September of the calendar year in which the student-athlete becomes thirteen (13) years of age.

**519.3 EXTENSION OF FIVE (5) YEARS OF ELIGIBILITY DUE TO LOST SCHOOL FOR MEDICAL REASONS**

If a significant portion of a school year is lost due to illness or accident, the member school may submit an eligibility application on the student-athlete's behalf to have up to one (1) year of eligibility restored (See 642.0). Medical documentation must show that the loss of an academic year due to medical reasons resulted in the student-athlete having to repeat a grade and prevented the standard five (5) year progression through school. The eligibility time restored will not include any seasons of play in which the student-athlete had been enrolled in school during the academic school year in question. The eligibility application must include medical documentation, academic records and absentee records for the school(s). No student-athlete will be granted a sixth (6<sup>th</sup>) year of eligibility in any sport he/she has already participated in for part or all of five (5) seasons. Nor will that student-athlete be granted a sixth (6<sup>th</sup>) year of eligibility if they have participated in any part of both a fourth (4<sup>th</sup>) and fifth (5<sup>th</sup>) year of eligibility.

**519.4 ELIGIBILITY FOR FAMILIES MOVING TO BRITISH COLUMBIA**

A student-athlete whose family is coming into British Columbia from another province or another country is eligible for five (5) years from their date of entry into grade eight (8) or the grade eight (8) equivalent in their previous place(s) of residence. If documentation is unavailable, the student's birth year will be used for the students date of entry into grade eight (8) as consistent with 519.2 ungraded student-athletes.

**519.5 RETURNING EXCHANGE STUDENT-ATHLETE**

A BC student-athlete who is returning to British Columbia after conclusion of a one (1) year or less outgoing student exchange program, and who has concluded their eligibility calendar in accordance with 519.0, may have up to one (1) year of eligibility restored only if all of the following conditions are met:

- The student-athlete has participated in a recognized exchange program;
- The student-athlete is returning to the same BCSS member school that they attended prior to leaving on the exchange program;
- The student-athlete does not participate in any BCSS competition in BCSS approved sports in which the student-athlete participated in inter-school and/or club competition while on the exchange;
- The student-athlete meets all other eligibility requirements; and
- A letter from the administrator confirming compliance with the conditions outlined in 519.5 is required

**519.6 COVID-19 ELIGIBILITY EXCEPTION**

Any student-athlete in their fifth (5<sup>th</sup>) year of eligibility who were unable to participate in their SPRING season of play during the 2019/2020 school year due to the COVID-19 pandemic who return to school next year, and who remains eligible by all other BCSS policies (i.e. Age, Credits Enrolled, Residence etc.) will upon application,

receive the 6th year of eligibility, applicable to any spring season activity. The 6th year will not apply to fall or winter sports.

519.6.1 Eligibility Offers will be granted the ability to grant this exception without requiring an appeal, only for the 2020-2021 academic year

519.6.2 The COVID-19 Eligibility Exception policy written in 519.6 will only be in effect for the 2020-2021 school year, and will be automatically removed at the end of the effective school year.

## 520.0 RESIDENCY REQUIREMENT

*The residency rule is intended to create an equitable environment in which its member schools can compete, and at the same time prevent those abuses that taint the goals on inter-scholastic athletics. Primarily the residency rule is intended to prevent athletic recruiting, prevent students from choosing schools for athletic reasons, and to promote families as the best environment for students to live while attending school. Deterring students from avoiding imposed discipline, protecting school programs by discouraging athletic transfers and protecting the opportunities for bonafide resident students to participate are also reasons for the residence rule.*

### 520.1 Student-Athletes Must Fulfill One of the Following Residency Requirements

520.1.1 Reside with parent(s) in BC;

520.1.2 Reside with a legal guardian in BC. Guardianship must have been in place for twelve (12) months prior to the period for which eligibility is sought.

520.1.3 Must be a 'Ward of the Province of BC' and assigned to an individual or family by the Ministry of Children and Family Development.

520.1.4 Must be attending a BC member school as a 'residing full-time boarding student' – this must have been in place for twelve (12) months prior to the period for which eligibility is sought; During the twelve (12) month waiting period, the student-athlete may play subject to 600.0; or

520.1.5 Must be attending a BCSS member school as an international student or exchange student and be recognized by the District Board or Independent School office as such – student-athletes must reside in BC and attend the member school for a period of five (5) months of be eligible to participate in BCSS competition.

520.2 Any student-athlete who does not meet the residency requirements is fully ineligible for a period of twelve (12) months from the date they seek eligibility. At the completion of the twelve (12) months the student-athlete will become eligible if they meet the following:

520.2.1 The student-athlete maintains the same address and living situation throughout the twelve (12) months; and

520.2.2 The student-athlete must meet all other eligibility requirements as per the entirety of the Competitive Rules and Regulations.

## 521.0 STUDENT-ATHLETE GENDER

Female student-athletes may only play on a team designated as a girl's sport, and male student-athletes may only play on a team designated as a boy's sport. Both female and male student-athletes may compete on a team designated as a coed sport, in accordance with the sport-specific roster allocations.

521.1 Notwithstanding 521.0 a student-athlete may be permitted to participate in a sex-segregated sport inconsistent with his/her sex in the following circumstances:

521.1.1 A female student-athlete may play on a boys' team if her school will not offer a girls' team in that sport (in a recognized BCSS activity or not) at the appropriate age level during the same school year. A letter from the administrator confirming a girls' team will not be offered must be sent into the BCSS office. If a female student-athlete plays on the appropriate age level boys' team, she may not play on the more senior girls' team in a different season of play during the same school year.

521.2 **GENDER IDENTITY** - A student-athlete may participate with the opposite sex in a sex-segregated sport on the basis that doing so would be consistent with his/her gender identity if the student-athlete's application under 521.0 is granted.

521.2.1 A student-athlete who does not identify as either binary gender or identifies as, "non-gendered", or "gender neutral", may participate with the sex in which they feel most comfortable.

521.2.2 A student-athlete who identifies as "gender fluid", may participate with the sex they identify with at the time of the season of play if the student-athlete's application under 521.0 is granted. The student-athlete may not switch genders within the season of play. If they wish to identify as the opposite gender in a different season of play, a letter from the school administration must be submitted to the BCSS office.

521.3 A student-athlete seeking eligibility pursuant to 521.0 must make an application to the Executive Director.

521.3.1 Each application under 521.0 must include the following:



- 521.3.1.1 A written statement from the student-athlete documenting a student-athlete's gender identification;
- 521.3.1.2 A written statement from the principal confirming the student-athlete's gender identity.
- 521.3.2 The Executive Director shall consider the following factors together with any other factors that he/she considers reasonable when making a decision under 521.0:
  - 521.3.2.1 Flexibility, and the student-athlete's privacy, will be prioritized in decision-making;
  - 521.3.2.2 The importance of fair and equitable competition for all students participating in the sport in which the student is applying to participate;
  - 521.3.2.3 Existing practices regarding female student-athletes' participation on boys teams, as per 521.0, are to be preserved; and
  - 521.3.2.4 An environment where intersex, transitioning and trans-gender students can exist and thrive should be provided.
- 521.3.3 The Executive Director's decision is final and conclusive and shall not be appealed or judicially reviewed.
- 521.3.4 Once a student-athlete has been granted eligibility under 521.0, their eligibility shall be effective for the duration of the student-athlete's school sport career and does not need to be renewed unless the gender identity changes as per 521.2.2
- 521.4 If there is a conflict between 521.1 or 521.2 and a bylaw, rule or similar provision of a sport commission, the bylaw, rule or similar provision prevails.

## **522.0 DISTRIBUTED LEARNING, AND ALTERNATE SCHOOL STUDENT-ATHLETES**

- 522.1 Alternate school student-athletes may compete in BCSS competition provided that:
  - 522.1.1 **INDIVIDUAL SPORTS**  
The student-athlete competes for the school they currently attend (alternate school) in individual sports.
  - 522.1.2 **TEAM SPORTS**
    - a) The student-athlete competes for their previously established home school; or
    - b) If the student-athlete has not previously established a home school, they must compete for the school in whose catchment area they reside.

**Note:** *The administrators at both the receiving and alternate/distributed learning school must support the student's involvement on a sports team.*

- 522.2 Distributed learning school student-athletes may compete in BCSS competition provided that:
  - 522.2.1 The student-athlete competes for their previously established home school; or
  - 522.2.2 If the student-athlete has not previously established a home school, they must compete for the school in whose catchment area they reside.

**Note:** *A student enrolled at a Home Study, Distributed Learning or Alternate school is not eligible to compete in a relay event within an individual sport, (i.e. track, swimming) for any school other than the school in which they are formally registered as a student with the Ministry of Education.*

## **523.0 INTERNATIONAL STUDENTS**

For International Students (Boarding, Exchange, and International) to become eligible to participate in a BCSS activity, the school Principal or District Office shall verify in writing and submit to the BCSS office that:

- 523.1 The BCSS member school in which the student-athlete first registers and seeks eligibility will become the student-athlete's home school and where their eligibility is tied. Any subsequent transfers from the student-athlete's home school are subject to 600.0 Student-Athlete Transfers.
- 523.2 International Students' (Boarding, Exchange & International) eligibility and competitive age level will be determined by their birthdate prior to becoming eligible to participate in a BCSS activity, the school Principal or District Office shall verify in writing and submit to the BCSS office that the International Students meet the following:
  - 523.2.1 The acceptance of the student-athlete is based solely on academic criteria;
  - 523.2.2 The student-athlete is enrolled at the receiving school for at least five (5) consecutive months or one (1) semester;
  - 523.2.3 The student-athlete has not graduated from a high school program;
  - 523.2.4 That a student-athlete's participation in extracurricular athletics was not a factor in acceptance to the school;
  - 523.2.5 The student-athletes is not receiving a scholarship, bursary, or financial awards resulting from or

- relating to student-athlete participation;
- 523.2.6 The student-athlete is eligible as per all other BCSS eligibility policies, including age and the eligibility calendar.
- 523.3 In addition to the above, International Students must meet the criteria in one of the following International Student Designations to be deemed eligible for BCSS activity:
- 523.3.1 EXCHANGE STUDENT ATHLETE
- The Exchange Program is an established and recognised program by either the federal or provincial government;
  - The student-athletes transfers into the member school from outside British Columbia and is not a resident of British Columbia;
- 523.3.2 BOARDING STUDENT ATHLETE
- The student-athlete is registered at a member school as a boarding student and pays tuition according to the published boarding student policy and fee schedule;
  - The student-athlete resides in a school dormitory;
  - The student-athlete transfers into BCSS member school from:
    - Outside of Canada: The student-athlete can compete in any BCSS activity; or
    - Inside of Canada: The student-athlete is ineligible for a period of twelve (12) months from the date of transfer to compete in any BCSS activity in any school sport in which he/she was registered for at their previous school in the twelve (12) months prior to the date of transfer. The student-athlete does not become eligible under this category until the member school submits compliance and authorization from to the Eligibility Officer for review
  - The student-athlete must pay 100% of the posted rate as published by the district and/or school they are attending. Should a boarding student receive any form of financial aid, scholarship, bursary or any other form of third (3rd) party support, the student must pay a minimum of \$26,000 after any financial support in order to be eligible.
- 523.3.3 INTERNATIONAL STUDENT ATHLETE
- The student-athlete is registered at a member school as an international student and pays tuition to that school district according to the published international student policy and fee schedule;
  - The student-athlete is placed with a home-stay family, lives with parents or lives with family members who have custodial guardianship over the student-athlete;
  - The student-athlete transfers into the member school from outside of Canada
  - The student-athlete must pay 100% of the posted rate as published by the district and/or school they are attending. Should an international student receive any form of financial aid, scholarship, bursary or any other form of third (3rd) party support, the student must pay a minimum of \$26,000 after any financial support in order to be eligible.

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## **530.0 REGISTRATION**

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### **531.0 REGISTRATION OF ELIGIBLE STUDENT-ATHLETES**

Prior to participating in competition of a BCSS activity, the member school is responsible for ensuring that any:

- Student-athletes are eligible as per the entirety of the Competitive Rules and Regulations;
- Student-athletes are registered on the applicable STARS roster by published deadlines; and
- Student-athletes have not competed in more than one (1) interscholastic season of play per sport each year as defined by BCSS.

### **532.0 REGISTRATION REQUIREMENTS**

#### **532.1 TEAM REGISTRATION DEADLINES**

In each season of play, member schools are required to register their teams by meeting the minimum numbers of student-athletes (413.0) in the age levels of competition in which they wish to participate. Member schools will not be penalized for registering a team and then choosing not to participate. Team Registration must be completed in STARS by:

- Fall – October 7, 2020
- Winter – December 16, 2020
- Spring – April 14, 2021

532.2 PENALTIES FOR REGISTRATION AFTER TEAM REGISTRATION DEADLINES

- 532.2.1 In the event a team is not registered in STARS after the Team Registration Deadline (Team and Minimum Numbers) and twenty-one (21) days or more prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials), the member school will be assessed an automatic fine of \$50 per team. There is a maximum fine of \$300/member school per season of play.
- 531.2.2 In the event a team is not registered in STARS after the Team Registration Deadline and between twenty (20) to eleven (11) days (inclusive) prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials), the member school will be assessed an automatic fine of \$150 per team (the season maximum does not apply).
- 531.2.3 In the event a team is not registered in STARS after the Team Registration Deadline and ten (10) days or less prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials), the member school will be assessed an automatic fine of \$250 per team (the season maximum does not apply).

<b>Missed Team Registration Deadline (Team and Minimum Numbers)</b> <b>*Maximum only applies to 21 days or more prior to Provincial Competition</b>	<b>Days Until Provincials</b>	<b>Fine Amount</b>
	21 Days or more	\$50 per team *Maximum \$300 per season of play
	From 20 - 11 Days	\$150 per team
	10 Days or less	\$250 per team
The first (1 <sup>st</sup> ) day of a provincial championship is counted as day one (1)		

532.3 \*ROSTER REGISTRATION DEADLINE (\*deadlines are subject to change due to COVID-19)

In each season of play, member schools may add any additional student-athletes to complete their rosters by the Roster Registration Deadline. This includes, eligible student-athletes who are new to the member school or who are joining the team after the Team Registration Deadline (these student-athletes must not have participated in any competition(s) prior to being registered with BCSS). Roster Registration must be completed in STARS by:

- Fall – October 21, 2020
- Winter – January 13, 2021
- Spring – April 28, 2021

532.4 PENALTIES FOR REGISTRATION AFTER THE ROSTER REGISTRATION DEADLINE

- 532.4.1 In the event an individual student-athlete is not registered on the STARS team roster after the Roster Registration Deadline and twenty-one (21) days or more prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials) and is deemed eligible to play by BCSS, the member school will be assessed an automatic fine of \$25.
- 532.4.2 In the event an individual student-athlete is not registered on the STARS team roster after the Roster Registration Deadline and between twenty (20) to eleven (11) days (inclusive) prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials) and is deemed eligible to play by BCSS, the member school will be assessed an automatic fine of \$100.
- 532.4.3 In the event an individual student-athlete is not registered on the STARS team roster after the Roster Registration Deadline and ten (10) days or less prior to the start of Provincial Championships (inclusive of the first (1<sup>st</sup>) day of Provincials) and is deemed eligible to play by BCSS, the member school will be assessed an automatic fine of \$250.

<b>Missed Roster Registration Deadline</b>	<b>Days Until Provincials</b>	<b>Fine Amount</b>
	21 Days or more	\$25 per student-athlete
	From 20 - 11 Days	\$100 per student-athlete
	10 Days or less	\$250 per student-athlete
The first (1 <sup>st</sup> ) day of a provincial championship is counted as day one (1)		

- 532.4.4 In extraordinary circumstances, the BCSS Executive Director may in his or her sole discretion, reduce or waive a fine for registration after the roster deadline. The request must be in writing, state the extraordinary circumstances on the late registration and be received within five (5) days of notice of the fine. The request shall be e-mailed to the BCSS office. The decision of the Executive Director is final and binding on all parties.

532.5 PROCEDURES FOR DEALING WITH VIOLATIONS OF THE REGISTRATION POLICIES

532.5.1 THE OFFENDING SCHOOL SELF-REPORTS

A violation of Registration Policies occurs when a student-athlete who otherwise would be eligible competes in interschool athletics in a BCSS activity without properly being registered

532.5.2 BCSS Investigation by the Executive Director

- a) Verbal confirmation of the violation with the responding member school; and
- b) The additional information will be added administratively to STARS.

534.1.2 Penalties as per 532.0

- a) Fines will be assessed in accordance with the approved fine schedule in 532.0;
- b) The member school has ten (10) school days to pay the fine (all fines are payable to BCSS); and
- c) If the fine is not paid within ten (10) school days, the team will not be eligible to compete in any BCSS activity until the fine payment is received.

532.6 REGISTRATION VIOLATION DISCOVERED WITHOUT SELF-REPORTING

532.6.1 BCSS Investigation by the Executive Director

- a) Verbal confirmation of the violation with the responding member school;
- b) Written “cease and desist” notification stating that the student-athlete and/or team is ineligible and the fine (cc: athletic association and sport commission); and
- c) The student-athlete and/or team is not eligible to compete in any BCSS activity until all student-athletes are properly registered by BCSS staff in STARS.

532.6.2 Penalties as per 532.0

- a) Fines will be assessed in accordance with the approved fine schedule in 532.0;
- b) The member school has ten (10) school days to pay the fine (all fines payable to BCSS); and
- c) If the fine is not paid within ten (10) school days, the team will not be eligible to compete in any BCSS activity until the fine payment is received.

**533.0 PROCEDURES FOR DEALING WITH VIOLATIONS OF ELIGIBILITY POLICIES**

533.1 THE OFFENDING SCHOOL SELF-REPORTS

A violation of eligibility policies occurs when a student-athlete who is not eligible to compete in interschool athletics in a BCSS activity competes in an activity. It is considered an eligibility infraction if the athlete has competed before being deemed eligible, or in the case of a member school neglecting to initiate the eligibility application process, after the fact is deemed ineligible.

533.1.1 BCSS Investigation by the Executive Director

- a) Verbal confirmation of the violation with the member school;
- b) Written “cease and desist” notification stating the circumstances of ineligibility and the fine (cc: athletic association & sport commission); and
- c) The student-athlete(s) is not eligible unless an Eligibility Application is filed with BCSS and accepted by the Eligibility Officer.

533.1.2 Penalties as per 510.0

- a) Forfeiture of any competition in a BCSS activity in which the ineligible student-athlete(s) has participated;
- b) A \$50 fine per instance, to a maximum of \$200; this is separate from registration fines, should they be necessary;
- c) The member school has ten (10) school days to pay the fine (all fines are payable to BCSS); and
- d) If the fine is not paid within ten (10) school days, the team will not be eligible to compete in any BCSS activity until the fine payment is received.

533.2 ELIGIBILITY VIOLATION DISCOVERED WITHOUT SELF-REPORTING

533.2.1 BCSS Investigation by the Executive Director

- a) Verbal confirmation of the violation with the member school;
- b) Written “cease and desist” notification stating the circumstances of ineligibility and the fine (cc: athletic association & sport commission); and
- c) The student-athlete(s) is not eligible unless an Eligibility Application is filed with BCSS and accepted by the Eligibility Officer.

#### 533.2.2 Penalties as per 510.0

- a) Forfeiture of any competition in a BCSS activity in which the ineligible student-athlete(s) has participated; A \$50 fine per instance, to a maximum of \$500; this is separate from registration fines, should they be necessary;
- b) The member school has ten (10) school days to pay the fine (all fines are payable to BCSS); and
- c) If the fine is not paid within ten (10) school days, the team will not be eligible to compete in any BCSS activity until the fine payment is received.

#### **534.0 FINES COLLECTED FOR VIOLATIONS OF BC SCHOOL SPORTS POLICIES**

The money collected by BC School Sports from member schools fined in accordance with the approved disciplinary procedures will be allocated as follows:

- 534.1 Fifty percent (50%) of fine revenue will be directed to operating revenue, specifically targeted to offset the costs of the Eligibility Officer, the Eligibility Appeals Committee and the Disciplinary Committee of BC School Sports. Education information and session for coaches, re: the eligibility policies, will also be noted as a possible expenditure item.
- 534.2 Fifty percent (50%) of fine revenue will be directed to a line item established for BC School Sports student-athlete scholarships. The allocation procedures for the scholarship money will be based on recommendations made by the BC School Sports Scholarships and Awards Committee, and approved by the BC School Sports membership.

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#### **540.0 JOINTLY SPONSORED TEAMS**

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- 541.0 BCSS believes there is merit in allowing student-athletes to participate in sports programs that are not offered at their home school due to low student enrollments and insufficient numbers. The goal of allowing joint teams is to increase the number of student-athletes that participate in activities.
- 542.0 Two (2) or more member schools may make an application for a Joint Team. If approved student-athletes from those member schools will be able to participate together on the joint team.
- 543.0 Each Application must be made only for team sports and be submitted to the BCSS Office. The application shall:
  - 543.1 Be made with regard to member schools that are located in the same local association;
  - 543.2 Indicate which specific team sport; and
  - 543.3 Include acknowledgment and support from the member schools' administration and local association president.
- 544.0 To maintain the competitive balance and ensure a fair field of play, a joint school team may be approved but the ability for the team to compete in playoffs, zones and championships may be restricted based on the following:
  - 544.1 Member schools who join together and have a combined "category" total of eight (8) or lower as found in Membership Fees (161.0) are eligible to compete in all competition in a BCSS activity (playoffs, zones and provincials);
  - 544.2 Member schools who join together and have a combined "category" total of nine (9) or higher in the Membership Fees Categories (161.0) are not eligible to compete in any post season competition beyond a local or Tier II championship in BCSS activity.
- 545.0 The tiering classification of the joint team will be determined by combining the appropriate tiering numbers of the two (2) or more schools forming the joint team.
- 546.0 A joint team may be terminated by written request, before the expiry of the requested time period in the following cases:
  - 546.1 Closure of one (1) of the participating schools;
  - 546.2 Serious breach of the Bylaws, Policies or Rules and Regulations of BCSS of any of the participants; or
  - 546.3 When, it is in the best interests of the student athletes of one (1) or more schools.
- 547.0 The decision is final and conclusive and shall not be appealed or reviewed in any manner.

## 600: TRANSFERS



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**610.0 STUDENT-ATHLETE TRANSFERS**

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*A Transfer occurs whenever a student-athlete who is registered at any school (within or outside of BC) transfers and is registered at a different school. A transferring student-athlete who competes on a team at the new school changes the competitive balance that would have been in place prior to the transfer. Consequently, the BCSS membership has developed regulations governing the eligibility of student-athletes who transfer schools and wish to participate in extracurricular school sport .*

**611.0 ESTABLISHING A STUDENT-ATHLETE'S HOME SCHOOL**

A student-athlete's eligibility is tied to their home school. Any subsequent school transfers after it is established are subject to the transfer rules established by BCSS. The student-athlete's home school will be established at the member school at which:

- 611.1 A student-athlete plays up to a Senior School (518.1) and is listed on a grade nine, junior or senior team roster or;
- 611.2 The student-athlete registers on the first (1<sup>st</sup>) day of their second year of eligibility (grade 9).

**NOTE:** *If a student-athlete participates on or plays up to a senior school and is registered only on a Grade 8 roster, this does NOT establish a home school.*

**612.0** Subject to 642.0, a student-athlete who transfers after a home school has been established, is ineligible for a period of twelve (12) months from the date of transfer. Student-athletes are ineligible to participate in any competition in a BCSS activity in which he/she was registered at for the previous twelve (12) month prior to the date of transfer unless one (1) of the conditions in 620.0 is satisfied.

- 612.1 A compliance and authorization form must be signed and submitted by the principal and athletic director of the receiving school and the student-athletes parent(s) or legal guardian(s) for the transfer to be completed.
- 612.2 A student-athlete who transfers from one school to another school shall not have the right to subsequently transfer to a second school or to subsequently transfer back to his/her original school and still be eligible for competition in a BCSS activity in the same academic year, without an Eligibility Application.
- 612.3 A member school may only submit one school declaration or eligibility application per academic school year per student-athlete.

**NOTE:** *For middle school and junior secondary students who will feed into a more senior school, that school will be deemed their home school as the student advances into the more senior grades.*

**613.0** If a student-athlete transfers due to a member school not offering a sport, this is **not** grounds for the one-year ineligibility period to be waived by the Eligibility Officer;

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**620.0 TRANSFER REASONS TO BE CONSIDERED FOR EXEMPTION**

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**621.0 STUDENT-ATHLETE TRANSFER TO PREP/ELITE SCHOOL PROGRAMS**

A student-athlete who transfers from their home school to a prep/elite team within or affiliated with a school, and returns to his/her home school, or any other BCSS member school, is considered to have participated in that sport and must seek eligibility through 642.0 as a transfer student. Members of a school prep/elite team are considered to have participated in competition of a BCSS activity.

**622.0 STUDENT-ATHLETE ADVANCING TO A MORE SENIOR SCHOOL**

- 622.1 A student-athlete graduating from a middle school or junior secondary school may proceed to the school into which his/her middle school or junior secondary school normally feeds, without any restrictions.
- 622.2 If the student-athlete attended a non-public school not offering senior grades, this student-athlete can transfer to a similar non-public school offering senior grades, providing the receiving school is the next closest similar non-public school geographically to where the student-athlete lives. The student-athlete can also advance to a public school offering senior grades, as per the normal catchment boundaries of the school district in which the student-athlete resides.

**623.0 NEW SCHOOL CONSTRUCTED, SCHOOL DISTRICT RE-ORGANIZED OR SCHOOL IS CLOSED**

School districts and/or schools must apply for approval from the BCSS office prior to any student-athlete being eligible. A complete list of those student-athletes impacted must be provided to BCSS with the following information for each student-athlete:

- Name;
- Date of birth;
- Current grade being eligible for competition in a BCSS activity;
- Grade eight (8) entry date;
- Previous school;
- New school;
- Will they be attending their catchment school? Yes or No; and
- If "no" to previous, then reasons for choosing the school to be identified.

#### 624.0 CHANGE IN PRINCIPAL RESIDENCE

The student-athlete has moved with his/her parent(s) or legal guardian(s), who have changed their principal residence within the previous twelve (12) months. The change of residence must be bona fide. In order for change of residence to be considered bona fide, the following facts must exist:

- 624.1 The change in residence must not be for the purpose of making the student-athlete eligible for competition in BCSS activity at a member school;
- 624.2 The original residence must be abandoned as a residence; (i.e. sold, rented or disposed of as a residence, and must not be used as a residence by another member of the family)
- 624.3 The entire family must make the change and take with them household goods and furniture appropriate to the circumstances;
- 624.4 The change must be made with the intent that it is permanent;
- 624.5 The student is ineligible to compete for the receiving school until the actual change of residence has occurred.
- 624.6 If the new principal residence is:

624.6.1 Within the same public school district, the student-athlete may:

- a) Remain eligible by not transferring schools; or
- b) Become eligible at the public school into whose catchment boundaries the family has moved.

624.6.2 If the new principal residence is in a different public school district, the student-athlete may:

- a) Become eligible at the public school into whose catchment boundaries the family has moved to; or
- b) Become eligible at the nearest public school that offers a French immersion program if the student-athlete can provide documentation showing they were previously enrolled in a French immersion program at their leaving school; or
- c) Become eligible at the nearest independent school within the same FISA Member Association Groups, listed below, as the leaving school:
  - Association of Christian School International
  - Associate Member Group
  - Catholic Independent Schools International Society Committee
  - Society of Christian Schools BC
- d) Become eligible at the nearest independent school to the new residence if the leaving school does not belong to any of the above named FISA Member Association Groups.

**Note:** Although a school district may allow out-of-catchment registration for a new-to-district student, this does NOT satisfy the criteria to be deemed athletically eligible.

- 624.7 The student-athlete does not become eligible under this category until the member school submits a School Declaration Form by the parent(s) or legal guardian(s) in a form acceptable to the Eligibility Officer which attests to the details and reason for the change of residence.

**Note:** The member school may be requested to provide evidence/documentation that the family is residing in a new principle residence and that they have completely moved from the former residence.

#### 625.0 PARENT-TO-PARENT MOVE

The student-athlete moves to reside with the parent with whom they have not been living and is required as a result of the move, to transfer schools. Only two (2) transfers for the purpose of moving from parent to parent are allowed after the first (1<sup>st</sup>) day of the student-athlete's first (1<sup>st</sup>) year of eligibility. The move must not be for the purpose of making the student-athlete eligible for competition in a BCSS activity at a member school. The residence of the student shall be that of the parent to whom custody has been awarded by a court of competent jurisdiction. If no custody order has been entered, the residence shall be that of the parent who has custody immediately upon separation. If the move is to a parent:

- 625.1 Within the same school district, the student-athlete may:

625.1.1 Remain eligible if the transfer is to the school within the catchment area the receiving parent resides, and the transfer must be to the same kind of school (i.e. independent to independent, public to public, etc.)

- 625.2 In a different school district, the student-athlete may:

625.2.1 Be eligible at the public or independent school into whose catchment boundaries the family has moved.



*Note: Although a school district may allow out-of-catchment registration for a new-to-district student, this does NOT satisfy the criteria to be deemed athletically eligible.*

#### **626.0 MOVE TO A LEGAL GUARDIAN**

The student-athlete moves to reside with a legal guardian(s), and as a result is required to transfer schools. Only two (2) transfers for the purpose of moving to a legal guardian(s) are allowed after the first (1<sup>st</sup>) day of the student-athlete's first (1<sup>st</sup>) year of eligibility. Legal guardianship must be in place for twelve (12) months prior to when eligibility is sought.

- 626.1 Eligibility will only be granted for the member school whose catchment area (public school) the guardian(s) resides or the nearest independent school.
- 626.2 If the student transfers to any other school, the receiving (new) school must submit an Eligibility Application.
- 626.3 The student-athlete does not become eligible under this category until the member school submits a School Declaration Form by the parent(s) or legal guardian(s) in a form acceptable to the Eligibility Officer which attests to the details and reason for the change of residence.

#### **627.0 DISTRICT ACADEMIC PROGRAM**

A student-athlete who is enrolled in a recognized district academic program as offered by their school district will be eligible to compete in BCSS activity if they meet all BCSS eligibility requirements and will be able to compete as per 531.0. The district academic program must meet the following conditions:

- 627.1 The district academic program is a coherent program, not just a series of courses; and
- 627.2 The program is not a work experience program.
- 627.3 Student - athletes who are enrolled in the district academic program, TREK or the North Vancouver School District (NVSD) Outdoor Education Academy, for a period of one (1) school year and are returning to their original home school immediately upon the conclusion of the program will remain eligible to compete for their home school.
  - 627.3.1 If the student-athlete wishes to participate in competition in a BCSS activity for the school hosting the TREK or the NVSD Outdoor Education Academy program, the school must file an Eligibility Application in accordance with 642.0. If the student-athlete is approved and participates for the host school in a BCSS activity, they will not be eligible at their original school upon return after the conclusion of the district academic program and will be subject to the transfer rules in 600.0

#### **628.0 ALTERNATE PROGRAM/SCHOOLS**

If an alternate program or school is an offshoot of a particular member school (home school), and is administered by that home school's administrator, the student-athlete in the alternate program are eligible to compete for the home school. If a student-athlete transfers to an alternate program administered by a different principal, the move is considered to be a transfer, and transfer restrictions shall apply (522.0).

#### **629.0 DESIGNATED SPECIAL EDUCATION SCHOOLS**

A student-athlete who transfers to a designated Special Education Independent School (as per the Independent School Act and the Ministry of Education) will become eligible at any other designated Special Education Independent School regardless of the catchment area in which they reside. If the student-athlete transfers to a school that is not designated as a Special Education Independent School the student-athlete will be subject to Section 600.0 Student-Athlete Transfers.

#### **630.0 STUDENT-ATHLETE TRANSFERRING FROM ALTERNATE SCHOOL OR DISTRIBUTED LEARNING SCHOOL**

A student-athlete who is attending an alternate school in a school district remains eligible upon transfer to the public school in whose catchment area the student-athlete resides; or a student-athlete who is registered at a Ministry of Education distributed learning school remains eligible upon transfer to the public school in whose catchment area the student-athlete resides (522.0).

#### **631.0 SHORT-TERM TRANSFER AND RETURN TO HOME SCHOOL**

A student-athlete who transfers to another school for a period of one (1) school year or less, and who has not participated in interschool competition in any BCSS-approved sport while attending that school, will regain athletic eligibility upon transferring back to his/her home school. A student-athlete who transfers, for disciplinary reasons, to another school for a period of one (1) school year or less, will regain athletic eligibility upon transferring back to his/her home school.

#### **632.0 WARD OF THE PROVINCE**

The student-athlete who transfers is a Ward of the Province and whose move has been arranged by the province. The receiving school must submit a letter from the school administrator confirming that the placement has been arranged by the ministry having jurisdiction or the government agency responsible for the student-athlete. This letter will include the time of the move, the location of the new residence, and that participation in school sports was not a factor in the placement, and the receiving school must also confirm that the residence of the family or the residence in which the student-athlete has been placed is within the catchment area boundaries of the school.

#### **633.0 STUDENT-ATHLETE TRANSFERS DURING THE MONTH OF SEPTEMBER AS A RESULT OF SCHOOL DISTRICT TRANSFER PROCESS**

Per Section 74.1 of the School Act, a board must have a protocol in place to allow student movement among schools. Per school district policy, the deadline for application for student transfer is in the spring, prior to the new school year, yet the board reserves the right to make a final decision after space and facility availability are known in the month of September. Therefore, since the school district controls the date of transfer, a student-athlete should not be prejudiced in participating in athletics. The student-athlete may participate in athletics in their third (3<sup>rd</sup>) year of eligibility in their new school, provided the board gives final approval for attendance prior to September 30<sup>th</sup> each year.

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**640.0 TRANSFER PROCESS**

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**641.0** Should a member school apply for the waiver of the one-year ineligibility period under the Transfer Policy (613.0) through the use of a Compliance and Authorization, Home Study, School Declaration, or an International Student Form and the form is denied by the Eligibility Officer(s); the member school may appeal the decision directly to the Eligibility Appeals Committee as per 644.0.

**642.0 ELIGIBILITY APPLICATION**

642.1 Where a student-athlete is ineligible for BCSS competition pursuant to the Competitive Rules and Regulations, the member school may apply for exemption for the student-athlete in accordance with this section. An Eligibility Application under 642.0 shall be submitted to the Eligibility Officer (EO) through the BCSS office and shall contain.

- A completed and signed BCSS Eligibility Application;
- Disclosure of the eligibility application to the leaving school including reference to the eligibility rule upon which the application is based;
- A copy of the student-athlete's personal record card (public schools), or report cards and transcripts (independent schools);
- A list of the student-athlete's current courses;
- A copy of a primary source document showing the student athlete's date of birth (e.g. birth certificate, passport, baptismal certificate, permanent resident card, provincial identification card);
- A letter from the student-athlete's parent or legal guardian supporting the application;
- Copies of relevant medical documentation where the application is based on medical grounds; and
- Any other information or material the school wants the Eligibility Officer to consider.

642.2 The applicant school will be invoiced a \$50 non-refundable application fee upon receipt of the application.

642.3 The Eligibility Officer may request further information from applicant school.

642.4 The Eligibility Officer may use information as available to them in their capacity as the Eligibility Officer of BC School Sports, or otherwise publicly available to assist in the rendering of a decision.

642.5 The Eligibility Officer may request further information from other parties deemed relevant by the EO. Any information received for consideration under 642.0 will be disclosed to the applying member school, with an invitation for response from the applying school, prior to rendering a decision.

642.6 There is no right to teleconference or oral hearing before the Eligibility Officer.

642.7 The Eligibility Officer shall thoroughly evaluate the submissions for completeness and veracity. He/she shall then consider the information in the application against the Bylaws, Operating Policies and Procedures and Competitive Rules and Regulations as approved by the membership of BCSS. The Eligibility Officer does not have the authority to grant exemptions beyond what is outlined in 642.0 The Eligibility Officer shall allow or deny the application, having regard to the following principles:

642.7.1 The primary purpose of the eligibility criteria in the Competitive Rules and Regulations is to promote fair and equitable competition for all student-athletes participating in BCSS competition;

642.7.2 If in the opinion of the Eligibility Officer, a student-athlete transfer is motivated by sport, and has previously established their home school, the Eligibility Officer may deny eligibility on those grounds.

642.7.3 An exemption shall be granted where the Eligibility Officer is satisfied that:

642.7.3.1 The student-athlete has transferred schools for a bona fide academic reason;

- a) "Bona fide academic reason" is defined as a minimum of three (3) courses in a 'related program of study' not available to the student-athlete at their prior school. Courses that are directly related to Sport or Human Performance, where credits are being issued for the execution of sport training activities, either in a multi-sport, or sport-specific application will not be eligible for consideration when evaluating the merits of an Eligibility Application on the grounds of a bona fide academic transfer;

642.7.3.2 The student-athlete has transferred schools because of financial hardship;

- a) "Financial hardship" is defined as a when a student-athlete or their family is willing but unable to meet their obligations because of unexpected events or unforeseen changes that impacts their financial viability (i.e. Changes in income or expenditure. Changes in employment status, such as losing a job or having hours reduced).

642.7.3.3 The student-athlete has transferred schools because of bullying

- a) Bullying” is defined as unwanted aggressive behaviour that involves real or perceived power imbalance. The behaviour is repeated or has the potential to be repeated over time. In order to be considered bullying, the behaviour must be aggressive and include:
  - An Imbalance of Power: Kids who bully use their power-such as physical strength, access to embarrassing information, or popularity-to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
  - Repetition: Bullying behaviours happen more than once or have the potential to happen more than once.

For consideration by the Eligibility Officer, the leaving school must acknowledge in writing the student was subject to actions that meet the standards above while attending their school and believe the transfer to be in the best interest of the student’s overall health and well being.

642.8 The Eligibility Officer shall issue a written ruling to the applicant school (to the attention of the administrator and the athletic director) either approving or denying the application, and containing a brief summary of the reasons for the decision.

642.8.1 After a ruling where eligibility is approved and where subsequently the Executive Director receives new information pertaining to the student-athlete in question that he/she deems credible and has the potential to affect the original decision, the Executive Director may request the Eligibility Officer to review the ruling in light of the new information, and if they deem necessary, issue a new ruling.

642.9 Subject to 642.0, if the Eligibility Officer allows the application, the student athlete becomes eligible for competition on the date the decision is issued, provided, however, that the student-athlete’s eligibility remains otherwise subject to the Competitive Rules and Regulations.

642.10 It is the responsibility of the applicant school to notify the student-athlete and the student-athlete’s parent(s) or legal guardian(s) of the decision of the Eligibility Officer and of any requests or other communications from the Eligibility Officer.

#### **643.0 ELIGIBILITY APPEALS**

A member school may appeal a decision under 600.0 (Student-Athlete Transfers) or 642.0 (Eligibility Application), in accordance with this section.

**644.0** An appeal under 644.0 shall be in writing and shall be submitted to the BCSS office by 2:00pm (PT) for forwarding to the Eligibility Appeals Committee (EAC) three (3) full days before the next scheduled meeting of the EAC.

644.1 The Appeal may contain:

- A completed and signed BCSS Eligibility Appeal Form;
- Copies of all materials submitted to the Eligibility Officer;
- The member school appealing will be invoiced \$250 upon the receipt of the appeal;
- \$200 of the appeal fee is refundable if the appeal is accepted;
- New information or material that the member school wants the EAC to consider.

644.2 The EAC may request further information from the applicant school.

644.3 The EAC may use information as available to them in their capacity as a committee of BC School Sports, or otherwise publicly available to assist in the rendering of a decision.

644.4 The EAC may request further information from other parties deemed relevant by the EAC. Any information received for consideration under 644.4 will be disclosed to the applying member school, with an invitation for response from the applying school, prior to rendering a decision.

644.5 There is no right to a teleconference or oral hearing before the EAC.

644.6 The EAC shall thoroughly evaluate the Eligibility Appeal submissions for completeness and veracity. The committee shall then consider the information in the application and shall approve or dismiss the appeal, having regard of the Purposes, Bylaws, Operating Policies and Procedures, and Competitive Rules and Regulations of BCSS. EAC is granted authority to make exemptions to the policies of BCSS, as noted above.

644.7 The EAC may substitute its views for that of the Eligibility Officer.

644.8 The EAC shall issue a written ruling to the applicant school (to the attention of the administrator and the athletic director) either approving or dismissing the appeal, and containing a brief summary of the reasons for the decisions.

644.8.1 After a ruling where eligibility is approved and where subsequently the Executive Director receives new information pertaining to the student-athlete in question that he/she deems credible and has the potential to affect the original decision, the Executive Director may request the EAC to review the ruling in light of the new information, and if they deem necessary, issue a new ruling.

644.9 Subject to 644.6, if the EAC allows the appeal, the student-athlete becomes eligible for competition on the date

the decision is issued, provided, however, that the student-athlete's eligibility remains otherwise subject to the Competitive Rules and Regulations.

- 644.10 It is the responsibility of the applicant school to notify the student-athlete and the student-athlete's parent(s) or legal guardian(s) of the decision of the EAC and of any requests or other communications from the EAC.
- 644.11 Where an exemption is granted by the Eligibility Officer or by the EAC on the basis of a transfer for an academic reason, the exemption shall cease to have effect if the student-athlete withdraws from the program, group of courses or other academic offering underlying the exemption, unless and until the Eligibility Officer, on written application by the school, confirms the exemption.
- 644.12 The decisions of the EAC under 643.0 and the Eligibility Officer under 642.0 are final and binding and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings.
- 644.13 The Eligibility Appeals Committee will meet for the school year in 2020-2021 as noted below:

<b><i>Deadlines for Submission (Tuesdays - 2:00pm)</i></b>	<b><i>Meetings (Saturdays)</i></b>
September 15, 2020	September 19, 2020
September 29, 2020	October 3, 2020
October 20, 2020	October 24, 2020
November 10, 2020	November 14, 2020
December 8, 2020	December 12, 2020
January 19, 2021	January 23, 2021
February 23, 2021	February 27, 2021
April 13, 2021	April 17, 2021
May 4, 2021	May 8, 2021

## APPENDICES



**BC SCHOOL SPORTS** – Throughout the Rules and Regulations, BC School Sports will be referred to as BCSS.

**DATE OF TRANSFER** – A transfer is deemed to have occurred on the date the student is physically present and taking courses in the receiving school.

**ELIGIBILITY OFFICER** – The Eligibility Officer is responsible for determination of student-athlete eligibility as defined in the BCSS policies and Rules and Regulations.

**GRADE 8 ENTRY DATE** - The date when a student-athlete enters grade eight (8) for the first time.

**PLAYOFF** – Competition following the conclusion of the regular season.

**SCRIMMAGE** – Any school or coach organized activity with student-athletes from multiple schools or teams present, participating in a BCSS activity against one another, under the guidance and/or supervision of coaches from their respective schools, where officials may or may not be present, or where a score may or may not be kept.

**STARS** – BC School Sports online student-athlete registration system.

**STUDENT-ATHLETE** – A student-athlete who is deemed eligible to compete for his/her school.

**TIER** - The threshold at which a BCSS member school will compete in each activity. The threshold is determined by grade 11 & 12 school populations as shown on the 1701 report from the Ministry of Education.

**1701 MINISTRY OF EDUCATION REPORT** - The report collects information about each school within the province for funding purposes, student movement, and enrollment trends. BCSS uses this report for school population purposes.



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Province of British Columbia  
Registrar of Companies

*What*  
CAROL PREST

## CONSTITUTION

BC Society • Societies Act

**NAME OF SOCIETY: BC SCHOOL SPORTS**

Incorporation Number:

S0009112

Business Number:

11880 1265 BC0001

Filed Date and Time:

January 6, 2017 03:33 PM Pacific Time

The name of the Society is BC SCHOOL SPORTS

The purposes of the Society are:

The purpose of the Society shall be to provide leadership for and service to school sports in the Province of British Columbia by:

- (a) coordinating, advocating, promoting and protecting interschool athletics in and among Member Schools;
- (b) establishing, maintaining, and promoting among the Society's members, students, and others, an interest in athletics, physical recreation and sports;
- (c) fostering the growth and development of a coordinated athletic program in and between the schools of the province;
- (d) assisting in planning and coordinating interschool, interregional and provincial championship activities of Society members;
- (e) promoting the acquisition of athletic skills in the development of and appreciation of athletics through competition;
- (f) promoting fair play in all activities;
- (g) establishing and enforcing policies, rules and regulations for participants involved in interschool competition among Member Schools.

**1. INTERPRETATION**

**1.1 Definitions**

In these Bylaws and the Constitution of the Society, unless the context otherwise requires:

- (a) **“Act”** means the *Societies Act*, S.B.C. 2015, c. 18, as amended from time to time, and includes any successor legislation thereto;
- (b) **“Address of the Society”** means the address of the Society as filed from time to time with the Registrar;
- (c) **“Advance Votes”** means votes cast by Member Schools by mail-in or electronic ballot, as authorized pursuant to these Bylaws and conducted in accordance with such policies as may be adopted by the Board;
- (d) **“Alter”** means amend, add to, delete or replace;
- (e) **“Board”** means the Directors acting as authorized by Act, the Constitution and these Bylaws in managing or supervising the management of the affairs of the Society and exercising the powers of the Society;
- (f) **“Board Resolution”** means:
  - (i) a resolution passed by a simple majority of the votes cast in respect of the resolution by the Directors entitled to vote on such matter in person at a duly constituted meeting of the Board;
  - (ii) a resolution that has been submitted to all Directors and consented to in writing by 2/3 of the Directors who would have been entitled to vote on the resolution at a meeting of the Board, and a resolution so consented to is effective as though passed at a meeting of the Board;
- (g) **“Bylaws”** means the bylaws of the Society as filed with the Registrar;
- (h) **“Constitution”** means the constitution of the Society as filed with the Registrar;
- (i) **“Designated Representative”** of a Member School means the Person, being a teacher or administrator assigned to that Member School, who is appointed by the Principal of a Member School to be the representative and contact for that Member School and to exercise the rights and obligations of membership on behalf of the Member School;
- (j) **“Directors”** means those Persons who are, or who subsequently become, directors in accordance with these Bylaws and have not ceased to be directors
- (k) **“Executive Director”** means the person who has been appointed by the Board as executive director;
- (l) **“General Meeting”** means a meeting of the Member Schools, and includes any annual general meeting and any special or extraordinary general meetings of the Society;
- (m) **“Honorary Award Recipient”** means a person who has been named as a recipient of the BC School Sports Honor Award;
- (n) **“Income Tax Act”** means the *Income Tax Act*, R.S.C. 1985 (5<sup>th</sup> Supp.), c.1 as amended from time to time;
- (o) **“Member Schools”** means those Schools that are or that subsequently become members of the Society in accordance with these Bylaws and, in either case, have not ceased to be members;
- (p) **“Ministry of Education”** means the Ministry of Education of the Province of British Columbia, or its successor ministry;
- (q) **“mutatis mutandis”** means with the necessary changes having been made to ensure that the language makes sense in the context;
- (r) **“Ordinary Resolution”** means:
  - (i) a resolution passed by a simple majority of the votes cast in respect of the resolution by those Member Schools in good standing entitled to vote in person, Advance Vote, or by Proxy Holder, at a duly constituted General Meeting; or
  - (ii) a resolution that has been submitted to the Member Schools and consented to in writing by at least 2/3 of the voting Member Schools who would have been entitled to vote on the resolution in person at a General Meeting,

and an Ordinary Resolution approved by any one or more of these methods is effective as though passed at a General Meeting of the Society;
- (s) **“Organization”** means an association, corporation or society;
- (t) **“Person”** means a natural person;
- (u) **“President”** means the Person elected to the office of president in accordance with these Bylaws;
- (v) **“Principal”** means a person who is the head administrator of a Member School.



- (w) **“Proxy Holder”** means a Member School designated in accordance with these Bylaws to attend a General Meeting and to exercise voting rights on behalf of another Member;
- (x) **“Registered Address”** of a Member School or Director means the address of that School or Person as recorded in the register of Member Schools or the register of Directors;
- (y) **“Registrar”** means the Registrar of Companies of the Province of British Columbia;
- (z) **“School”** means a school in British Columbia that is accredited by the Ministry of Education as an elementary-junior secondary school, elementary-secondary school, middle school, junior secondary school, senior secondary school, secondary school, distributed learning school, alternate school or independent school;
- (aa) **“School Athletic Association”** means an Organization (whether or not separately incorporated) existing to coordinate school sport competitions within a defined geographic boundary within the Province of British Columbia;
- (bb) **“Secretary”** means a Person elected to the office of secretary in accordance with these Bylaws;
- (cc) **“Society”** means the “BC School Sports”;
- (dd) **“Special Resolution”** means:
  - (i) a resolution, of which the notice required by the Act and these Bylaws has been provided, passed by the majority of votes required by the Act cast in respect of the resolution by those Member Schools entitled to vote in person, Advance Vote, or by Proxy Holder, at a duly constituted General Meeting; or
  - (ii) a resolution that has been submitted to the Member Schools and consented to in writing by every Member School that would have been entitled to vote on the resolution in person at a General Meeting,
 and a Special Resolution approved by any one or more of these methods is effective as though passed at a General Meeting;
- (ee) **“Sport Commission”** means a sport-specific Organization (whether or not separately incorporated) or committee of the Society responsible for the organization of secondary school zone and provincial competitions in accordance with the terms of reference established by the Society;
- (ff) **“Treasurer”** means a Person elected to the office of treasurer in accordance with these Bylaws;
- (gg) **“Vice-President”** means a Person elected to the office of vice-chair in accordance with these Bylaws; and
- (hh) **“Zone”** or **“Designated Zone”** means those geographic regions set out in Schedule B, to facilitate representative structure for the Society, as amended from time to time by Ordinary Resolution.

## 1.2 Societies Act Definitions

Except as otherwise provided, the definitions in the Act on the date these Bylaws become effective apply to these Bylaws and the Constitution.

## 1.3 Plural and Singular Forms

In these Bylaws, a word defined in the plural form includes the singular and vice-versa.

## 1.4 Schedules

The schedules attached to these Bylaws do not form part of the Bylaws and may be updated or altered by the Directors from time to time.

## 1.5 Preamble

Recognizing the need for a co-operative agency to plan, co-ordinate and assist the inter-school activities of this province. It is recommended that the following principles be used as a guide to the Federation for this purpose.

1. The aims and objectives of this Federation shall be in complete harmony with the aims of education as set forth by the Department of Education.
2. Participation in the activities of this Federation should be encouraged because they are an integral part of the total education process.
3. All students should have the opportunity to realize the physical, social and emotional values that can be derived from inter-school competition.

This preamble is unalterable.

***All of the foregoing in this section 1.5 was previously unalterable and formed part of the Society’s Constitution and is reproduced as it read immediately before the coming into force of the Act. This provision may be revised or removed from the Bylaws, despite the fact that it was previously unalterable.***

**2. MEMBERSHIP****2.1 Admission to Membership**

Membership in the Society will be restricted to those Schools that:

- (a) are Member Schools in good standing on the date these Bylaws come into force; and
- (b) subsequently become Member Schools in accordance with these Bylaws,

provided, in each case, that such School has not ceased to be a Member School pursuant to section 2.9.

**2.2 Classes of Membership**

There will be one (1) class of voting membership in the Society, called Member Schools.

**2.3 Eligibility for Membership**

A School may be eligible to be accepted as a Member School if it:

- (a) meets the definition of a School as provided in Section 1.1; and
- (b) is a member in good standing of a School Athletic Association and/or regional athletic association,

provided that the Board may, on application by a School, waive the requirements of paragraph (b) of this section if the School demonstrates a valid reason why it cannot be a member of the applicable local and/or regional School Athletic Association.

**2.4 Transition of Membership**

Each School that is a Member School in good standing on the date these Bylaws come into force will continue as a Member School until the following September 30, at which point membership will lapse unless renewed in accordance with these Bylaws.

A School that is not a Member School in good standing, and any other Organization that is a member of the Society on the date these Bylaws come into force will automatically cease to be a member of the Society and will be deemed to have resigned immediately prior to that date.

**2.5 Application for Membership**

A School may submit to the Society a written application, in such form as may be approved by the Board, to become a Member School.

An application for membership must include:

- (a) all information required by the Society to process the application;
- (b) the name and contact information of a Person to be the Designated Representative of the School; and
- (c) payment of applicable membership dues and fees.

**2.6 Acceptance of Application for Membership**

Following the receipt and review of its application, confirmation of eligibility and receipt of applicable membership dues or fees, the Board, or its designate, on behalf of the Society, may accept a School as a Member School by entering the School into the register of Member Schools.

The Board may, by Board Resolution, postpone or refuse an application for membership for any reason which, in the Board's view, is necessary or prudent to protect the reputation and integrity of the Society.

**2.7 Designated Representative**

A Member School may exercise the rights of membership through its Designated Representative, who will be the primary point of contact between the Society and the Member School. Normally, the Principal of a Member School will be the Designated Representative for that Member School, provided that the Principal may designate in writing another employee of the Member School as Designated Representative.

A Member School may have only one Designated Representative at a time and may change its Designated Representative by providing notice in writing to the Address of the Society.

**2.8 Membership not Transferable**

Membership is not transferable by a Member School.

**2.9 Cessation of Membership**

A Member School will immediately cease to be a Member School:

- (a) upon the date which is the later of the date of delivering its resignation in writing to the Secretary or to the Address of the Society and the effective date of the resignation stated thereon;
- (b) upon the date which is two (2) months from the date on which such Member School ceases to be in good standing for non-payment of an amount due and owing to the Society;

- (c) upon ceasing to be a School, or ceasing to be otherwise eligible for membership in accordance with section 2.3; or
- (d) upon its expulsion.

### **3. MEMBERSHIP RIGHTS AND OBLIGATIONS**

#### **3.1 Rights of Membership**

In addition to any rights conferred by the Act, a Member School in good standing has the following rights and privileges of membership, to be exercised by their designated representative:

- (a) to receive notice of, and to attend, all General Meetings;
- (b) to make or second motions at a General Meeting and to speak in debate on motions under consideration in accordance with such rules of order as may be adopted;
- (c) to exercise a vote on matters for determination at General Meetings;
- (d) to nominate eligible Persons for election as a Director, in accordance with these Bylaws;
- (e) may serve on committees of the Society, as invited;
- (f) may participate in the programs and initiatives of the Society, in accordance with such criteria as may be determined by the Board from time to time.

#### **3.2 Member not in Good Standing**

A Member School that is not in good standing has the right to receive notice of, and to attend, all General Meetings, and the right to participate in programs or initiatives of the Society (subject to eligibility) but is suspended from all of the other rights set out in section 3.1 for so long as he or she remains not in good standing.

#### **3.3 Dues**

All fees payable by Member Schools to the Society, including annual fees and special levies and assessments, will be determined by the Board, provided that any such fees, levies or assessments may be subsequently overturned by Ordinary Resolution passed at a general meeting.

Any portion of an amount paid to the Society that is subsequently overturned will be refunded to each Member School who paid such amount.

Annual membership fees are payable by every Member School no later than September 30 of each year. Any changes to annual fees will take effect not less than one (1) year from the date of original approval, unless a sooner effective date is approved by Ordinary Resolution.

#### **3.4 Renewal and Reapplication of Membership**

A Member School may renew its membership prior to its expiry by paying applicable annual membership fees before September 30 of each year.

A Member School whose membership has lapsed may reapply for membership after its expiry in accordance with Bylaw 2.5.

#### **3.5 Standing of Members**

All Member Schools are deemed to be in good standing except:

- (a) a Member School that has failed to pay such annual membership dues as are determined by the Board, if any, when due and owing and such Member School is not in good standing so long as such amount remains unpaid; and
- (b) a Member School that has been suspended by the Society.

#### **3.6 Compliance with Constitution, Bylaws and Policies**

Every Member School will, at all times:

- (a) uphold the Constitution and comply with these Bylaws, the Regulations and the policies of the Society in effect from time to time;
- (b) abide by such codes of conduct and ethics adopted by the Society; and
- (c) further the purposes, aims and objectives of the Society.

#### **3.7 Suspension or Discipline of Member Schools**

A Member School may be expelled, suspended or otherwise disciplined for breach of section 3.6 or for any conduct which the Board considers to be illegal, improper, unbecoming or likely to endanger the interests or reputation of the Society.

On receipt of a complaint, or of its own motion, the Board, or a committee thereof, may investigate, in accordance with such policies and procedures as the Board has established, the conduct of a Member School with a view to determining whether discipline is appropriate. Where a Member School is under investigation, the Board or its designate will promptly provide notice in writing to the Member School of the nature of the investigation and the alleged wrongful conduct and provide the Member School with an opportunity to submit

a response, in writing or in person, as the Board or designate determines appropriate in the circumstances, prior to the close of the investigation.

Following an appropriate investigation, the Board or its delegate will issue a report of its findings and may suspend or otherwise discipline the Member School under investigation, if discipline is determined to be warranted in the circumstances.

The Board may establish policies and procedures to administer and facilitate the process of Member School discipline, provided that such policies and procedures are not contrary to the Society Act or these Bylaws.

### **3.8 Expulsion of Member Schools**

Following an appropriate investigation in accordance with section 3.7, a Member School may be expelled by Board Resolution.

Notice of a Board Resolution to expel a Member School will be accompanied by a brief statement of the reasons for the proposed expulsion and a copy of the notice will be provided to the Member School in question.

The Member School that is the subject of the proposed expulsion will be provided an opportunity to respond to the statement of reasons at or before the time the Board Resolution for expulsion is considered.

### **3.9 No Distribution of Income to Members**

To operate without purpose of gain or profit to its members and any profits or other accretions to the Society shall be used in promoting its objects and this provision shall be unalterable.

*The foregoing paragraph was previously unalterable and formed part of the Society's Constitution and is reproduced as it read immediately before the coming into force of the Act. This provision may be revised or removed from the Bylaws, despite the fact that it was previously unalterable.*

## **4. MEETINGS OF MEMBERS**

### **4.1 Time and Place of General Meetings**

The General Meetings of the Society will be held at such time and place, in accordance with the Act, as the Board decides.

### **4.2 Annual General Meetings**

An annual general meeting will be held at least once in every calendar year and in accordance with the Act.

### **4.3 Extraordinary General Meeting**

Every General Meeting other than an annual general meeting is an extraordinary general meeting.

### **4.4 Calling of Extraordinary General Meeting**

The Society will convene an extraordinary general meeting by providing notice in accordance with the Act and these Bylaws in any of the following circumstances:

- (a) at the call of the President;
- (b) when resolved by Board Resolution; or
- (c) when such a meeting is requisitioned by the Member Schools in accordance with the Act.

### **4.5 Notice of General Meeting**

The Society will provide notice of every General Meeting to each Member as follows:

- (a) by e-mail sent to the address provided by each Member who has provided the Society with an e-mail address not less than 14 days and not more than 60 days prior to the date of the General Meeting; and
- (b) by posting notice of the General Meeting on the Society's website for Members, for at least 21 days immediately prior to the date of the General Meeting.

If necessary in the Board's discretion, the Society may send notice of a General Meeting to one or more Members either personally, by delivery, courier or by mail posted to such Member's Registered Address, or, where the member has provided a fax number or e-mail address, by fax or e-mail, respectively.

### **4.6 Contents of Notice**

Notice of a General Meeting will specify the place, the day and the time of the meeting and will include the text of every Special Resolution and Ordinary Resolution to be proposed or considered at that meeting.

### **4.7 Omission of Notice**

The accidental omission to give notice of a General Meeting to a Member School, or the non-receipt of notice by a Member School, does not invalidate proceedings at that meeting.

## **5. PROCEEDINGS AT GENERAL MEETINGS**

**5.1 Business Required at Annual General Meeting**

The following business is required to be conducted at each annual general meeting of the Society:

- (a) the adoption of an agenda;
- (b) the adoption of rules of order;
- (c) the approval of the minutes of the previous annual general meeting and any extraordinary general meetings held since the previous annual general meeting;
- (d) consideration of the report of the Directors;
- (e) consideration of the financial statements and the report of the auditor thereon, if any;
- (f) the consideration of any Member Schools' proposals submitted in accordance with the Act;
- (g) the announcement of Directors.

The annual general meeting may include other business as determined by the Board in its discretion.

**5.2 Attendance at General Meetings**

In addition to Member Schools, Directors and the Society's auditor, if any, the Board may also invite any other Person or Persons to attend a General Meeting as observers and guests. All observers and guests may only address the assembly at the invitation of the Person presiding as chair, or by Ordinary Resolution.

**5.3 Requirement of Quorum**

No business, other than the election of a Person to chair the meeting and the adjournment or termination of the meeting, will be conducted at a General Meeting at a time when a quorum is not present.

**5.4 Quorum**

Quorum for a General Meeting is the greater of:

- (a) fifty (50) Member Schools in good standing; or
- (b) 20% of the current number of Member Schools in good standing, provided, in either case, that representation from each of the Designated Zones is required for a quorum.

Member Schools that are represented in person at the meeting, by Advance Vote or by a Proxy Holder cast in respect of the General Meeting will be deemed to be present at the meeting and counted towards quorum.

**5.5 Lack of Quorum**

If within 30 minutes from the time appointed for a General Meeting a quorum is not present, the meeting, if convened on the requisition of Member Schools, will be terminated, but in any other case it will stand adjourned to the next day, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the Member Schools present will constitute a quorum and the meeting may proceed.

**5.6 Loss of Quorum**

If at any time during a General Meeting there ceases to be a quorum present, business then in progress will be suspended until there is a quorum present or until the meeting is adjourned or terminated.

**5.7 Chair of General Meeting**

The President (or in the absence or inability of the President, a Vice-President) will, subject to a Board Resolution appointing another Person, preside as chair at all General Meetings; but if at any general meeting the President and Vice-President, or such alternate Person appointed by a Board Resolution, is not present within 15 minutes after the time appointed for the meeting or requests that he or she not chair that meeting, the Directors present may appoint one of their number to preside as chair at that meeting. If the President and all other Directors present are unwilling to act as chair, the Member Schools present will choose one of their number to be a chair.

**5.8 Alternate Chair**

If a Person presiding as chair of a General Meeting wishes to step down as chair for all or part of that meeting, he or she may designate an alternate to chair such meeting or portion thereof, and upon such designated alternate receiving the consent of a majority of the Member Schools present at such meeting, he or she may preside as chair.

**5.9 Role of Chair**

The Person presiding as chair of a General Meeting may not move or second a motion or resolution, but may speak in debate on, or answer questions related to, any motion or resolution without surrendering the chair.

**5.10 Adjournment**

A General Meeting may be adjourned from time to time and from place to place, but no business will be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

**5.11 Notice of Adjournment**

It is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting except where a meeting is adjourned for more than fourteen (14) days, in which case notice of the adjourned meeting will be given as in the case of the original meeting.

**5.12 Minutes of General Meetings**

The Secretary or such other Person designated by the Board will ensure that minutes are taken for all General Meetings.

**6. VOTING BY MEMBERS****6.1 Ordinary Resolution Sufficient**

Unless the Act, these Bylaws or adopted rules of order provide otherwise, every issue for determination by a vote of the Member Schools will be decided by an Ordinary Resolution.

**6.2 Entitlement to Vote**

Each Member School in good standing is entitled to one (1) vote on matters for determination by the Member Schools, which vote may be exercised by the Member School's Designated Representative. No other Person is entitled to vote on a matter for determination by the Member Schools, whether at a General Meeting or otherwise.

**6.3 Advance Voting**

The Board may determine to conduct a vote of the Member Schools, in whole or in part, by Advance Votes to be cast prior to a General Meeting provided that the system of voting meets the following criteria:

- (a) the identity of each voter can be authenticated;
- (b) the votes can be gathered in a manner that permits their subsequent verification; and
- (c) the tallied votes can be presented anonymously, in such a way as to be impossible for the assembly to identify how an individual Member School voted.

A Member School that casts an Advance Vote is deemed to be present at a General Meeting and will be counted towards quorum at such meeting.

The results of a vote conducted by Advance Votes prior to a General Meeting will be announced at a General Meeting and added to those votes cast at a General Meeting by the Member Schools present at the meeting by their Designated Representatives to determine the total votes cast on a question.

Notwithstanding section 6.5, a Member School that casts an Advance Vote may not grant its proxy to a Proxy Holder.

A Member School that casts an Advance Vote may attend in person (via the designated representative) at the General Meeting to which their Advance Vote applies, but as their vote has already been counted, each such Member School may not :

- (a) cast an in person vote on any matter for which it could have cast an Advance Vote; or
- (b) amend its previously submitted Advance Votes, at the meeting. Such Member School will not be counted toward quorum a second time.

**6.4 In Person Voting at General Meetings**

Voting in person at a General Meeting will be by show of voting cards, except that, at the request of any two (2) Member Schools present, a secret vote by written ballot will be required.

Matters arising at a General Meeting will be determined by a vote of those Member Schools present at the meeting by their Designated Representatives.

**6.5 Voting by Proxy**

Proxy voting is permitted at General Meetings, subject to these Bylaws and in accordance with the following rules:

- (a) a Member School may, by form of proxy, appoint another Member School from within the same Zone as its Proxy Holder and to attend and act at a specified General Meeting on or its behalf;
- (b) a form of proxy appointing a Proxy Holder must:
  - (i) be in a form approved by the Board; and
  - (ii) be signed and dated by an authorized representative of the Designated Representative of the Member School; and
  - (iii) not be from a school that has submitted an Advanced Ballot or it is void and of no effect; and
- (c) a form of proxy must state the specific meeting at which the Proxy Holder is authorized to act on behalf of the Member School, provided that if a form of proxy does not state the General Meeting at which it is to have effect, the authority of the Proxy Holder is deemed to be for the next General Meeting held on or after the date indicated on the form of

proxy.

## **7. DIRECTORS**

### **7.1 Management of Property and Affairs**

The Board will have the authority and responsibility to manage, or supervise the management of, the property and the affairs of the Society.

### **7.2 Duties of Directors**

Pursuant to the Act, every Director will:

- (a) act honestly and in good faith with a view to the best interests of the Society;
- (b) exercise the care, diligence and skill that a reasonably prudent individual would exercise in comparable circumstances;
- (c) act in accordance with Act and the regulations thereunder; and
- (d) subject to Sections 7.2(a) to 7.2(c), act in accordance with these Bylaws.

Without limiting sections 7.2 (a) to (d), a Director, when exercising the powers and performing the functions of a Director, must act with a view to the purposes of the Society.

### **7.3 Qualifications of Directors**

Pursuant to the Act, a Person may not be nominated, elected or appointed to serve (or continue to serve) as a Director if he or she:

- (a) is less than 18 years of age;
- (b) has been found by any court, in Canada or elsewhere, to be incapable of managing his or her own affairs;
- (c) is an undischarged bankrupt; or
- (d) has been convicted of a prescribed offence within the prescribed period, for which no pardon has been granted, all in accordance with the Act.

In addition to the foregoing, to be eligible to be nominated, elected or appointed to serve (or continue to serve) as a Director, he or she must:

- (e) A teacher or administrator at a Member School;
- (f) An active teacher on call (TOC) with more than ten (10) years' experience as a full-time teacher, and is not more than two (2) years removed from being a continuing contract teacher;
- (g) A non-instructional teacher or school district administrator paid by a school district; and
- (h) Is not suspended or on a significant leave of absence from his or her position at his or her Member School.

### **7.4 Composition of Board**

The Board will be composed of a minimum of five (5) and a maximum of seven (7) Directors, as follows:

- (a) the President;
- (b) at least one (1) and not more than two (2) Vice-Presidents; and
- (c) not less than two (2) and not more than four (4) Directors-at-large.

### **7.5 Invalidation of Acts**

No act or proceeding of the Board is invalid by reason only of there being less than the required number of Directors in office.

### **7.6 Election of Directors**

Directors will be elected by the Member Schools at, or prior to, a General Meeting and will take office fourteen (14) days after the date of such meeting.

Separate elections or ballots, as the case may be, will be held for the President and for each Vice-President to be elected. Elections for Directors-at-large may be conducted on a single ballot.

### **7.7 Transition of Directors' Terms**

Each Person who is a Director on the date these Bylaws become effective will continue as a Director for the term to which he or she was most recently elected.

Any previous terms served by Directors are not counted towards the term limits set out below.

### **7.8 Term of Directors**

The term of office of Directors will normally be two (2) years. However, the Board may by Board Resolution determine that some or all vacant Directors' positions will have a term of less than two (2) years, the length of such term to be determined by the Directors in their discretion.

For purposes of calculating the duration of a Director's term of office, the term will be deemed to commence fourteen (14) days after the date of the annual general meeting at which such Director was elected. If, however, the Director was elected at an extraordinary general meeting his or her term of office will be deemed to have commenced fourteen (14) days after the annual general meeting next following such extraordinary general meeting.

#### **7.9 Consecutive Terms and Term Limits**

Directors may be elected for up to three (3) consecutive full terms. A Person who has served six (6) consecutive years as a Director, by any combination of terms, may not be re-elected for at least one (1) year following the expiry of his or her latest term.

#### **7.10 Election by Acclamation**

In elections where the number of candidates is equal to or less than the number of vacant positions for Directors, the nominated candidates are deemed to be elected by acclamation, provided that if any two (2) Member Schools so request, a vote will be required, to be conducted as determined appropriate by the Person presiding as chair of the meeting.

#### **7.11 Election by Secret Ballot**

In elections where there are more candidates than vacant positions for Directors, election will be by secret ballot with the name of each duly nominated candidate appearing individually on the ballot. Candidates will be deemed to be elected in order of those candidates receiving the most votes.

#### **7.12 Voiding of Ballot**

No Member School will vote for more Directors than the number of vacant positions for Directors. Any ballot on which more names are voted for than there are vacant positions will be deemed to be void.

#### **7.13 Extension of Term to Maintain Minimum Number of Directors**

Every Director serving a term of office will retire from office on the date which is fourteen (14) days after the annual general meeting in the year in which his or her term expires, provided that if insufficient successors are elected and the result is that the number of Directors would fall below five (5), the Person or Persons previously elected as Directors may, if they consent, continue to hold office, and the term of such Director or Directors is deemed to be extended, until such time as successor Directors are elected.

#### **7.14 Appointment to fill Vacancy**

If a Director ceases to hold office before the expiry of his or her term, the Board, by Board Resolution, may appoint a Person qualified in accordance with section 7.3 to fill the resulting vacancy.

The position occupied by an appointed replacement Director will become available for election at the next annual general meeting and each such appointed replacement Director will continue in office until the date that is fourteen (14) days after the next annual general meeting unless sooner ceasing to be a Director. The appointed replacement Director may run for the vacant position.

The period during which a Person serves as an appointed replacement Director does not count toward the term limits set out above.

#### **7.15 Removal of Director**

The Member Schools may remove a Director before the expiration of such Director's term of office by Special Resolution and may elect a replacement Director by Ordinary Resolution to serve for the balance of the removed Director's term.

#### **7.16 Ceasing to be a Director**

A Person will immediately and automatically cease to be a Director:

- (a) upon the date which is the later of:
  - (i) the date of delivering his or her resignation in writing to the President or to the Address of the Society; and
  - (ii) the effective date of the resignation stated therein;
- (b) upon the expiry of his or her term, unless re-elected;
- (c) upon the date such Person is no longer qualified pursuant to section 7.3;
- (d) upon his or her removal; or
- (e) upon his or her death.

### **8. POWERS AND RESPONSIBILITIES OF THE BOARD**

#### **8.1 Powers of Directors**

The Board may exercise all such powers and do all such acts and things as the Society may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Member Schools in a General Meeting, but nevertheless subject to the provisions of:



- (a) all laws affecting the Society; and
- (b) these Bylaws and the Constitution.

Without limiting the generality of the foregoing, the Board will have the power to make expenditures, including grants, gifts and loans, whether or not secured or interest-bearing, in furtherance of the purposes of the Society. The Board will also have the power to enter into trust arrangements or contracts on behalf of the Society in furtherance of the purposes of the Society.

## **8.2 Board Acts Valid**

No rule, decision or resolution of the Society invalidates a prior act of the Board that would have been valid if that rule, decision or resolution had not been made.

## **8.3 Policies and Procedures**

The Board may establish such rules, regulations, policies or procedures relating to the affairs of the Society as it deems expedient, provided that no rule, regulation, policy or procedure is valid to the extent that it is inconsistent with the Act, the Constitution or these Bylaws.

In addition to the above, the Board has the authority to make editorial changes to the BCSS Handbook. Editorial changes may belong to but are not limited to, one or more of the following categories:

- (a) correction of typographical errors
- (b) changes in wording that reflect current interpretations
- (c) change in the Canadian Human Rights Code & BC Administrative Tribunals Act
- (d) the result of a court order

Editorial changes may be incorporated into the subsequent years' BCSS handbook until the print deadline.

## **8.4 Remuneration of Directors and Officers and Reimbursement of Expenses**

Directors shall not be remunerated for serving in their capacity as a Director. Directors may be reimbursed for all expenses necessarily and reasonably incurred by him or her while engaged in the affairs of the Society, provided that all claims for reimbursement are in accordance with established policies.

## **8.5 Investment of Property and Standard of Care**

If the Board is required to invest funds on behalf of the Society, the Board may invest the property of the Society in any form of property or security in which a prudent investor might invest. The standard of care required of the Directors is that they will exercise the care, skill, diligence and judgment that a prudent investor would exercise in making investments in light of the purposes and distribution requirements of the Society. The Board may establish further policies related to the investment of the Society's funds and property, provided that such policies are not contrary to the Act or these Bylaws.

## **8.6 Investment Advice**

The Directors may obtain advice with respect to the investment of the property of the Society and may rely on such advice if a prudent investor would rely upon the advice in comparable circumstances.

## **8.7 Delegation of Investment Authority to Agent**

The Directors may delegate to a stockbroker, investment dealer, or investment counsel the degree of authority with respect to the investment of the Society's property that a prudent investor might delegate in accordance with ordinary business practice.

# **9. PROCEEDINGS OF THE BOARD**

## **9.1 Schedule and Place of Board Meetings**

The Board will meet not less than twice each fiscal year, but may meet more often and may schedule meetings and otherwise regulate meetings of the Board as it sees fit.

Meetings of the Board may be held at any time and place determined by the Board, provided that notice is provided to every Director.

## **9.2 Calling of Meetings**

The President may at any time call a meeting of the Board.

Any two (2) Directors may require a meeting of the Board be called as soon as possible by submitting a notice of meeting signed by two or more Directors to the Address of the Society.

## **9.3 Notice of Board Meetings**

At least two (2) days' notice of a meeting of the Board will be sent to each Director. However, no formal notice will be necessary if all Directors were present at the preceding meeting when the time and place of the meeting was decided or are present at the meeting or waive notice thereof in writing or give a prior verbal waiver to the Secretary.

For the purposes of the first meeting of the Board held immediately following the election of a Director or Directors conducted at a General

Meeting, or for the purposes of a meeting of the Board at which a Director is appointed to fill a vacancy in the Board, it is not necessary to give notice of the meeting to the newly elected or appointed Director or Directors for the meeting to be properly constituted.

#### **9.4 Attendance at Board Meetings**

Every Director is entitled to attend each meeting of the Board.

No other Person is entitled to attend meetings of the Board, but the Board may invite any Person or Persons to attend one or more meetings of the Board as advisors, observers or guests.

#### **9.5 Quorum**

Quorum for meetings of the Board will be a majority of the Directors currently in office.

#### **9.6 Director Conflict of Interest**

A Director who has a direct or indirect material interest in a contract or transaction (whether existing or proposed) with the Society, or a matter for consideration by the Directors:

- (a) will be counted in the quorum at a meeting of the Board at which the contract, transaction or matter is considered;
- (b) will disclose fully and promptly the nature and extent of his or her interest in the contract, transaction or matter;
- (c) is not entitled to vote on the contract, transaction or matter;
- (d) will absent him or herself from the meeting or portion thereof:
  - (i) at which the contract, transaction or matter is discussed, unless requested by the Board to remain to provide relevant information; and
  - (ii) in any case, during the vote on the contract, transaction or matter; and
  - (iii) refrain from any action intended to influence the discussion or vote.

The Board may establish further policies governing conflicts of interest of Directors and others, provided that such policies must not contradict the Act or these Bylaws.

#### **9.7 Chair of Meetings**

The President (or, in the absence or inability of the President, a Vice-President) will, subject to a Board Resolution appointing another Person, preside as chair at all meetings of the Board.

If at any meeting of the Board the President, the Vice-President(s) and such alternate Person appointed by a Board Resolution, if any, are not present within 15 minutes after the time appointed for the meeting or requests that he or she not chair that meeting, the Directors present may choose one of their number to chair that meeting.

#### **9.8 Alternate Chair**

If the Person presiding as chair of a meeting of the Board wishes to step down as chair for all or part of that meeting, he or she may designate an alternate to chair such meeting or portion thereof, and upon such designated alternate receiving the consent of a majority of the Directors present at such meeting, he or she may preside as chair.

#### **9.9 Role of Chair**

The Person presiding as chair of a meeting of the Board may, if the Person is a Director, move, second and speak in debate on any motion or resolution at the meeting.

In the event of any doubt, dispute or ambiguity in relation to procedural matters or parliamentary process at a meeting of the Board, the person presiding as chair will have the authority to interpret and apply such rules of order as the meeting has adopted and determine matters in accordance with those rules, as well as the Act and these Bylaws.

#### **9.10 Minutes of Board Meetings**

The Secretary or such other Person designated by the Board will ensure that minutes are taken for all meetings of the Board.

### **10. DECISION MAKING AT BOARD MEETINGS**

#### **10.1 Passing Resolutions and Motions**

Any issue at a meeting of the Board which is not required by the Act, these Bylaws or such rules of order as may apply to be decided by a resolution requiring more than a simple majority will be decided by Board Resolution.

#### **10.2 Resolution in Writing**

A Board Resolution may be in two or more counterparts which together will be deemed to constitute one resolution in writing. Such resolution will be filed with minutes of the proceedings of the Board and will be deemed to be passed on the date stated therein or, in the absence of such a date being stated, on the latest date stated on any counterpart.

**10.3 Entitlement to Vote**

Subject to section 9.6, each Director is entitled to one (1) vote on all matters at a meeting of Board. No other Person is entitled to a vote at a meeting of the Board.

**10.4 Procedure for Voting**

Except where expressly provided for in these Bylaws, voting on matters at a meeting of the Board may occur by any one or more of the following mechanisms, in the discretion of the Chair:

- (a) by show of hands;
- (b) by written ballot; or
- (c) by roll-call vote or poll.

On the request of any one (1) or more Directors, a vote will be conducted by written ballot or other means whereby the tallied votes can be presented anonymously, in such a way that it is impossible for the assembly to discern how a given Director voted.

**11. OFFICERS****11.1 Officers**

The officers of the Society are the President, one (1) or two (2) Vice-Presidents, Secretary and Treasurer, together with such other offices, if any, as the Board, in its discretion, may create. The above required officers must be Directors.

The Board may, by Board Resolution, create and remove such other offices of the Society as it deems necessary and determine the duties and responsibilities of all officers.

**11.2 Election of President and Vice-President(s)**

The President and Vice-President(s) will be elected by the Member Schools with the election of Directors held at, or prior to, a General Meeting at which a vacancy in these offices will arise.

The President and each Vice-President must also be a Director.

**11.3 Appointment of Secretary and Treasurer**

Each year at the first meeting of the Board following the annual general meeting the Board will appoint from amongst themselves Directors to serve as the Secretary and the Treasurer.

**11.4 Term of Officer**

The term of office for each officer will be two (2) years, commencing on the date the Director is elected or appointed as an officer in accordance with these Bylaws and continuing until the first meeting of the Board held after the annual general meeting that is held two years later. A Director may be elected or appointed as an officer for consecutive terms.

**11.5 Removal of Officers**

A Person may be removed as an officer by Board Resolution.

**11.6 Replacement**

Should the President or any other officer for any reason be unable to complete his or her term, the Board will remove such officer from his or her office and will elect a replacement without delay. In the case of the President or a Vice-President, the replacement will hold office until the close of the next annual general meeting.

**11.7 Duties of President**

The President will supervise the other officers in the execution of their duties and will preside at all meetings of the Society and of the Board.

**11.8 Duties of Vice-President**

A Vice-President will assist the President in the performance of his or her duties and will perform those duties in the absence or inability of the President.

A Vice-President will perform such other duties as may be assigned by the Board.

**11.9 Duties of Secretary**

The Secretary will be responsible for making the necessary arrangements for:

- (a) the issuance of notices of meetings of the Society and the Board;
- (b) the keeping of minutes of all meetings of the Society and the Board;
- (c) the custody of all records and documents of the Society, except those required to be kept by the Treasurer;
- (d) the maintenance of the register of Member Schools; and

- (e) the conduct of the correspondence of the Society.

#### **11.10 Duties of Treasurer**

The Treasurer will be responsible for making the necessary arrangements for:

- (a) the keeping of such financial records, reports and returns, including books of account, as are necessary to comply with the Act and the *Income Tax Act*; and
- (b) the rendering of financial statements to the Directors, Member Schools and others, when required.

#### **11.11 Absence of Secretary at Meeting**

If the Secretary is absent from any General Meeting or meeting of the Board, the Directors present will appoint another Person to act as secretary at that meeting.

#### **11.12 Combination of Offices of Secretary and Treasurer**

The offices of Secretary and Treasurer may be held by one Person who will be known as the Secretary-Treasurer.

### **12. INDEMNIFICATION**

#### **12.1 Indemnification of Directors and Eligible Parties**

To the extent **permitted** by the Act, each Director and eligible party (as defined by the Act) will be indemnified by the Society against all costs, charges and expenses, including legal and other fees, actually and reasonably incurred in connection with any legal proceeding or investigative action, whether current, threatened, pending or completed, to which that Person by reason of his or her holding or having held authority within the Society:

- (a) is or may be joined as a party to such legal proceeding or investigative action; or
- (b) is or may be liable for or in respect of a judgment, penalty or fine awarded or imposed in, or an amount paid in settlement of, such legal proceeding or investigative action.

#### **12.2 Purchase of Insurance**

The Society may purchase and maintain insurance for the benefit of any or all Directors, officers, employees or agents against personal liability incurred by any such Person as a Director, officer, employee or agent.

### **13. ORGANIZATION OF SOCIETY**

In addition to the Board and the Member Schools, the Society will include the following contributing groups:

- (a) committees;
- (b) the advisory committee;
- (c) the council of athletic association presidents;
- (d) the council of sport commissioners;
- (e) the Sport Commissions.

Terms of reference for these various contributing bodies can be found in the schedules and in the policies and procedures of the Society.

### **14. COMMITTEES**

#### **14.1 Creation and Delegation to Committees**

The Board may create such standing and special committees, working groups or task forces as may from time to time be required. Any such committee will limit its activities to the purpose or purposes for which it is appointed and will have no powers except those specifically conferred by a Board Resolution.

The Board may delegate any, but not all, of its powers to committees which may be in whole or in part composed of Directors as it thinks fit.

The Member Schools may, by Ordinary Resolution, require the Board to establish a standing committee or Sport Commission.

#### **14.2 Standing and Special Committees**

Unless specifically designated as a standing committee, a committee is deemed to be a special committee and any special committee so created must be created for a specified time period only.

A special committee will automatically be dissolved upon the earlier of the following:

- (a) the completion of the specified time period; or
- (b) the completion of the task for which it was created.

A list of the current committees of the Society is appended as Schedule A to these Bylaws, which schedule may be amended by the Board

to reflect changes to committees from time to time.

### **14.3 Terms of Reference and Rules**

In the event the Board decides to create a committee, it must establish Terms of Reference for such committee. A committee, in the exercise of the powers delegated to it, will conform to any rules that may from time to time be imposed by the Board in the Terms of Reference or otherwise, and will report every act or thing done in exercise of those powers at the next meeting of the Board held after it has been done, or at such other time or times as the Board may determine.

### **14.4 Meetings**

The members of a committee may meet and adjourn as they think proper and meetings of the committees will be governed *mutatis mutandis* by the rules set out in these Bylaws governing proceedings of the Board.

## **15. ADVISORY COMMITTEE**

### **15.1 Advisory Committee Established**

The Society will have an advisory committee as a major standing committee. The advisory committee will be governed by terms of reference adopted by the Board, and composed of such of the Directors, officers and other Persons as are required by the terms of reference or invited by the Board. The role of the advisory committee is to provide information and recommendations to the Board in its administration of the affairs of the Society.

The President (or, in the absence of the President, a Vice-President) will preside as chair at all meetings of the advisory committee.

## **16. COUNCILS OF THE SOCIETY**

### **16.1 Council of Athletic Association Presidents**

Council members are the presidents of the Athletic Associations, including Regional Athletic Associations, who are representatives of the recognized School Athletic Associations as approved by the Board and outlined in the BC School Sports Handbook. The Council of Athletic Association presidents will discuss and make recommendations to the Board and to Member Schools on areas of concern that are common to the School Athletic Associations. Additional Council of Athletic Association Presidents terms of reference are listed in schedule and in the policies and procedures of the Society.

### **16.2 Council of Sport Commissioners**

The Council of Sport Commissioners will discuss and make recommendations to the Board and to Member Schools on areas of concern that are common to the Sport Commissions. The members of this council are Sport Commissioners who are representatives of the Sport Commissions as outlined in Schedule A. Additional Council of Sport Commissioners terms of reference are listed in schedule and in the policies and procedures of the Society.

## **17. SPORT COMMISSIONS**

### **17.1 Creation of Sport Commissions**

The Board may, of its own volition or as may be required by Ordinary Resolution, establish a Sport Commission or recognize and thereby affiliate with an existing Sport Commission.

A list of the recognized Sport Commissions as currently constituted is appended as Schedule A to these Bylaws, which schedule may be amended by the Board to reflect changes to the number of Sport Commissions operating from time to time.

### **17.2 Role of Sport Commissions**

A recognized Sport Commission, whether separately incorporated or otherwise, will operate as a standing committee of the Society. Additional Sport Commission terms of reference are listed in the schedule and in the policies and procedures of the Society.

Each Sport Commission will:

- (a) promote the purposes and values of the Society;
- (b) support the goals and programs of the Society as applicable to its sport;
- (c) organize competitions for Zone and Provincial Championships in accordance with the terms of reference established by the Society;
- (d) be represented at the Council of Sport Commissioners; and
- (e) adhere to such policies as may be established by the Board.

### **17.3 Dissolution or Disaffiliation**

A Sport Commission may be dissolved (if not separately incorporated) or disaffiliated with the Society (if separately incorporated) by Ordinary Resolution.

### **17.4 Sport Commissioner**

The Society may appoint a Person as a sport commissioner for a recognized Sport Commission, in accordance with the terms of reference contained in the policies and procedures of the Society. A sport commissioner appointed by the Society may be revoked by Board

Resolution.

#### **17.5 Reporting**

A Sport Commission will report to the Society from time to time as directed by the Board.

### **18. EXECUTION OF INSTRUMENTS**

#### **18.1 No Seal**

The Society may have a corporate seal but will not use the seal for the purpose of executing documents.

#### **18.2 Execution of Instruments**

Contracts, documents or instruments in writing requiring the signature of the Society may be signed as follows:

- (a) for any contract, instrument or document relating to the receipt, payment or obligation for an amount greater than or equal to \$10,000, by any two (2) Directors, or by any one (1) Director and one (1) senior management employee; and
- (b) for contract, instrument or document relating to the receipt, payment or obligation for an amount less than \$10,000, by any two (2) employees, including at least one (1) all contracts, documents and instruments in writing so signed will be binding upon the Society without any further authorization or formality.

The Board will have power from time to time by Board Resolution to appoint any officer or officers, or any Person or Persons, on behalf of the Society either to sign contracts, documents and instruments in writing generally or to sign specific contracts, documents or instruments in writing.

### **19. FINANCIAL MATTERS AND REPORTING**

#### **19.1 Fiscal Year**

The fiscal year of the Society may be determined by the Board from time to time.

#### **19.2 Accounting Records**

The Society will maintain such financial and accounting records and books of account as are required by the Act and applicable laws.

#### **19.3 Borrowing Powers**

In order to carry out the purposes of the Society, the Board may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in any manner it decides, including the granting of guarantees, and in particular, but without limiting the foregoing, by the issue of debentures.

#### **19.4 Restrictions on Borrowing Powers**

The Member Schools may by Ordinary Resolution restrict the borrowing powers of the Board.

#### **19.5 When Audit Required**

The Society is not required to be audited. However, the Society will conduct an audit or review of its annual financial statements if:

- (a) the Directors determine to conduct an audit or review engagement by Board Resolution; or
- (b) the Member Schools require the appointment of an auditor by Ordinary Resolution,

in which case the Society will appoint an auditor qualified in accordance with, and will comply with all relevant provisions of, Part 9 of the Act and these Bylaws.

#### **19.6 Appointment of Auditor at Annual General Meeting**

If the Society determines to conduct an audit or review engagement, an auditor will be appointed at an annual general meeting, to hold office until such auditor is reappointed at a subsequent annual general meeting or a successor is appointed in accordance with the procedures set out in the Act or until the Society no longer wishes to appoint an auditor.

#### **19.7 Vacancy in Auditor**

Except as provided in section 19.8, the Board will fill any vacancy occurring in the office of auditor and an auditor so appointed will hold office until the next annual general meeting.

#### **19.8 Removal of Auditor**

An auditor may be removed and replaced by Ordinary Resolution in accordance with the procedures set out in the Act.

#### **19.9 Notice of Appointment**

An auditor will be promptly informed in writing of such appointment or removal.

#### **19.10 Restrictions on Appointment**

A Person who is not independent of the Society in accordance with section 113 of the Act must not be appointed or act as the auditor

for the Society.

#### **19.11 Auditor's Report**

The auditor, if any, must prepare a report on the financial statements of the Society in accordance with the requirements of the Act and applicable law.

#### **19.12 Participation in General Meetings**

The auditor, if any, is entitled in respect of a General Meeting to:

- (a) receive every notice relating to the meeting to which a Member School is entitled;
- (b) attend the meeting; and
- (c) to be heard at the meeting on any part of the business of the meeting that deals with the auditor's duties or function.

An auditor who is present at a General Meeting at which the financial statements are considered must answer questions concerning those financial statements, the auditor's report, if any, and any other matter relating to the auditor's duties or function.

### **20. NOTICE GENERALLY**

#### **20.1 Entitlement to Notice**

Notices of a General Meeting will be given to:

- (a) the Designated Representative for every Member School shown on the register of Member Schools on the day the notice is given;
- (b) every Director shown on the register of Directors on the day the notice is given; and
- (c) the auditor, if any is appointed.

#### **20.2 Method of Giving Notice**

Except as otherwise provided in these Bylaws, a notice may be given to a Member School or a Director either personally, by delivery, courier or by mail posted to such Member School or Director's Registered Address, or, where the Member School or Director has provided a fax number or electronic mail address, by fax or electronic mail, respectively.

#### **20.3 When Notice Deemed to have been Received**

A notice sent by mail will be deemed to have been given on the day following that on which the notice was posted. In proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian Government post office receptacle with adequate postage affixed, provided that if, between the time of posting and the deemed giving of the notice, a mail strike or other labour dispute which might reasonably be expected to delay the delivery of such notice by the mails occurs, then such notice will only be effective when actually received.

Any notice delivered personally, by delivery or courier, facsimile, or electronic mail will be deemed to have been given on the day it was so delivered or sent.

#### **20.4 Days to be Counted in Notice**

If a number of days' notice or a notice extending over any other period is required to be given, the day the notice is given or deemed to have been given and the day on which the event for which notice is given will not be counted in the number of days required.

### **21. MISCELLANEOUS**

#### **21.1 Dissolution**

On the winding up or dissolution of the Society, the assets of the Society shall not be distributed among the members or any of them, unless such recipient member or members are charitable institutions in existence solely for charitable purposes. After all debts have been paid, or provision for their payment has been made, the assets remaining shall be paid, transferred and delivered to one or more charitable institutions in existence solely for charitable purposes, which shall be chosen by resolution of the members of the Society, or failing such resolution, by resolution of the directors of the society. This provision is unalterable.

***The foregoing paragraph was previously unalterable and formed part of the Society's Constitution and is reproduced as it read immediately before the coming into force of the Act. This provision may be revised or removed from the Bylaws, despite the fact that it was previously unalterable.***

#### **21.2 Inspection of Documents and Records**

The documents and records of the Society, including the financial and accounting records and the minutes of General Meetings, committee meetings and meetings of the Board, will be open to the inspection of any Director at reasonable times and on reasonable notice.

A Designated Representative of a Member School in good standing is entitled, upon providing not less than fourteen (14) days' notice in writing to the Society, to examine any of the following documents and records of the Society at the Address of the Society during the Society's normal business hours:

- (a) the Constitution and these Bylaws, and any amendments thereto;

- (b) the statement of directors and registered office of the Society;
- (c) minutes of any General Meeting, including the text of each resolution passed at the meeting;
- (d) resolutions of the Member Schools in writing, if any;
- (e) annual financial statements relating to a past fiscal year that have been received by the Member Schools in a General Meeting;
- (f) the register of Directors;
- (g) the register of Member Schools;
- (h) the Society's certificate of incorporation, and any other certificates, confirmations or records furnished to the Society by the Registrar;
- (i) copies of orders made by a court, tribunal or government body in respect of the Society;
- (j) the written consents of Directors to act as such and the written resignations of Directors; and
- (k) the disclosure of a Director regarding a conflict of interest.

Except as expressly provided by statute or at law, the Designated Representative of a Member School will not be entitled or have the right to examine or inspect any other document or record of the Society. However, subject to such policies as the Board may establish, a Designated Representative of a Member School in good standing may request, in writing delivered to the Address of the Society, to examine any other document or record of the Society and the Board may allow the Designated Representative of a Member School to examine the document or a copy thereof, in whole or in part and subject to such redaction as the Board deems necessary, all in the Board's sole discretion.

Copies of documents to which a Designated Representative of a Member School is allowed to examine may be provided on request by such Person for a fee to be determined by the Board.

### **21.3 Right to become Member of other Society**

The Society will have the right to subscribe to, become a member of, and cooperate with any other society, corporation or association whose purposes or objectives are in whole or in part similar to the Society's purposes.

## **22. BYLAWS**

### **22.1 Entitlement of Members to copy of Constitution and Bylaws**

On being admitted to membership, each Member School is entitled to, and upon request the Society will provide him or her with, access to a copy of the Constitution and these Bylaws.

### **22.2 Special Resolution required to Alter Bylaws**

These Bylaws will not be altered except by Special Resolution.

### **22.3 Effective Date of Alteration**

Any alteration to the Bylaws or Constitution will take effect on the date the alteration application is filed with the Registrar in accordance with the Act.

BYLAW CHANGES APPROVED BY SPECIAL RESOLUTION AT BCSS AGM ON MAY 12, 2018.



## **SCHEDULE A**

### **LIST OF STANDING COMMITTEES**

1. Advisory Committee
2. Administrators' Committee
3. Coaching Development Committee
4. Competitive Standards Committee
5. Disciplinary Committee
6. Eligibility Appeal Committee
7. Rules and Regulations Committee
8. Nominations Committee
9. Scholarships and Awards Committee
10. Council of School Athletic Associations
11. Council of Sport Commissioners
12. British Columbia Secondary Schools Badminton Association
13. B.C. High Schools Boys' Basketball Association
14. British Columbia Secondary Schools Girls' Basketball Association
15. British Columbia Secondary Schools Mountain Biking Association
16. British Columbia Secondary Schools Cross Country Association
17. British Columbia Schools Curling Association
18. British Columbia Secondary Schools Girls' Field Hockey Association
19. British Columbia Secondary Schools Football Association
20. British Columbia School Golf Association
21. British Columbia Secondary Schools Gymnastics Association
22. British Columbia Secondary Schools' Rugby Union
23. British Columbia Secondary Schools Soccer Association
24. British Columbia Secondary Schools Ski Association
25. BC High School Swimming
26. British Columbia Secondary Schools Tennis Association
27. British Columbia Secondary Schools Track and Field Association
28. B.C. High School Boys Volleyball Association
29. British Columbia Secondary Schools Girls' Volleyball Association
30. British Columbia Secondary Schools Wrestling Association

## SCHEDULE B ZONES

Approved at 2018 AGM

Effective 2020-2021 School

Year

### **Kootenay Zone**

School Districts #: 5, 6, 8, 10, 20, 50

### **Thompson-Okanagan Zone**

School Districts #: 19, 22, 23, 53, 58, 67, 73, 74, 83

### **North Central Zone**

School District #: 27, 28, 49, 57, 59, 60, 81, 91

### **North West Zone**

School Districts #: 50, 52, 54, 82, 87, 92

### **Vancouver Island Zone**

School Districts #: 47, 61, 62, 63, 64, 68, 69, 70, 71, 72, 79, 84, 85

### **Eastern Valley Zone**

School Districts #: 33, 34, 35, 75, 78

### **South Fraser Zone**

School Districts #: 36, 37, 38

### **Fraser North Zone**

School Districts #: 40, 41, 42, 43

### **Vancouver Sea to Sky Zone**

School Districts #: 39, 44, 45, 46, 48

**Note:** Any Member School that is classified as independent by the Ministry of Education, will participate in the zone as per the physical location of the school as if they were a school within the applicable school district boundaries.

**Note:** Any School District 93 (Francophone) school, will participate in the zone as per the physical location of the school as if they were a school within the applicable school district boundaries.



BC School Sports gratefully acknowledges  
the financial supports of the Province of  
British Columbia

*[bcschoolsports.ca](http://bcschoolsports.ca)*

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